



Mosquito and Vector Management District of Santa Barbara County

Environmental Management of Human Disease Vectors

TRUSTEES (TERM ENDING):

President, City of Carpinteria - Vacant

Vice-President Teri Jory, City of Santa Barbara (1/4/21)

Secretary Adam Lambert, Santa Barbara County
(12/31/22)

Charles Blair, Santa Barbara County (12/8/23)

Craig Geyer, City of Goleta (1/1/22)

Cathy Schlottmann, Santa Barbara County (12/8/23)

Bob Williams, Santa Barbara County (12/31/22)

Patty DeDominic, Santa Barbara County (12/31/23)

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@mvmdistrict.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

DUE TO STATEWIDE COVID-19 SHELTER-IN-PLACE ORDERS FROM THE GOVERNOR'S OFFICE AND SOCIAL DISTANCING GUIDELINES, THE BOARD MEETING WILL NOT BE HELD AT THE REGULAR MEETING PLACE AT THE HOPE SCHOOL BOARD ROOM. INSTEAD, THE MEETING WILL BE HELD BY REMOTE CONFERENCING. MEMBERS OF THE PUBLIC WHO WISH TO OBSERVE THE MEETING AND OFFER PUBLIC COMMENT AND PERSONS WITH A DISABILITY WHO REQUIRE REASONABLE MODIFICATION OR ACCOMMODATION TO OBSERVE THE MEETING AND OFFER PUBLIC COMMENT SHOULD CONTACT THE MOSQUITO & VECTOR MANAGEMENT DISTRICT OF SANTA BARBARA COUNTY OFFICE AT 805-969-5050 OR EMAIL AT INFO@MVMDISTRICT.ORG FOR INSTRUCTIONS ON HOW TO ACCESS THE MEETING.

JANUARY 14, 2021, 2:00 PM

AGENDA

1. ROLL CALL

2. CONFIRMATION OF AGENDA

3. STAFF ANNOUNCEMENTS regarding District business

- A. Update on new Board trustees: Tim Buffalo – candidate to represent the City of Carpinteria
- B. Selection of Board of Trustees officers for 2021.
- C. Mosquito & Vector Control Association of California, Virtual Annual Meeting, February 1-3.

4. CORRESPONDENCE

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 December 12, 2020 regular meeting (Page 3)
- B. Approval of the December Financial Statements for County Fund 4160 (Page 6)
- C. Approval of the December Disbursement Report (Page 11)
- D. Approval of the December Disease Surveillance Report (Page 17)
- E. Approval of the December District Operations Report (Page 20)

7. OLD BUSINESS. The Board will discuss and may take action on the following items:

- A. Accounts receivable contracts' status (5909 Misc. Revenue) (Page 21)
- B. Status of invasive Aedes mosquitoes in Santa Barbara County
- C. COVID-19 update
- D. Consider approving the agreement to open an OPEB Trust Fund with Public Agency Retirement Services (PARS), consider the approval of Resolution 21-1 adopting the Mosquito and Vector Management District of Santa Barbara County's Post-Employment Benefits Trust to be administered by PARS (Page 22)
- E. Discuss planning for new MOU between City Employees Association and the District. The current MOU expires on 6/30/21.

8. GENERAL MANAGER'S REPORT (Page 30)

9. BOARD ANNOUNCEMENTS

10. ADJOURNMENT (Next scheduled meeting: 2:00 PM; Thursday, February 11, 2021)

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT
of Santa Barbara County
MINUTES OF REGULAR MEETING OF TRUSTEES
December 10th, 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, December 10th, 2020 via teleconference as allowed by State of California Executive Order N-29-20.

1. ROLL CALL.

TRUSTEES PRESENT:

President Ron Hurd
Vice-President Teri Jory
Secretary Adam Lambert
Trustee Patty DeDominic
Trustee Robert Williams
Trustee Cathy Schlottmann
Trustee Craig Geyer

TRUSTEES ABSENT:

Trustee Charlie Blair

IN ATTENDANCE:

Brian Cabrera, General Manager
Jessica Sprigg, Administrative Assistant
Carrie Troup, CPA
Faith Hermann, PARS Representative
Mitch Barker, PARS Representative
Tory Milazzo, PARS Representative

2. CONFIRMATION OF AGENDA

-GM Cabrera requested that Item 7E be discussed earlier in the agenda to accommodate the schedules of the PARS representatives. No objections. Item 7E placed after Public Comment.

3. STAFF ANNOUNCEMENTS regarding District business.

-None.

4. CORRESPONDENCE

-None.

5. PUBLIC COMMENT –

-None.

7. OLD BUSINESS

E. Consider approving the agreement to open an OPEB Trust Fund with Public Agency Retirement Services (PARS), consider the approval of Resolution 20-5 adopting the Mosquito and Vector Management District of Santa Barbara County's Post-Employment Benefits Trust to be administered by PARS

-Resolution was reviewed by Rick Battles as well as Sherry Boutwell. Some changes were suggested and are currently under review by PARS. Board discussed whether the cyber security policies of PARS and discussed the addition of a clause specifying that, in the event

of a data breach, the District would be notified by PARS. Investment strategy options were discussed and it was the consensus of the Board that a Level 3 (moderate risk level) strategy is prudent. PARS representative will attend the January Board meeting to continue discussion of the agreement.

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 November 12, 2020 regular meeting
- B. Approval of the November Financial Statements for County Fund 4160
- C. Approval of the November Vendor Disbursement Report
- D. Approval of the November Disease Surveillance Report
- E. Approval of the November District Operations Report
-It was moved by Trustee Schlottmann and seconded by Trustee Williams to approve the Items of General Consent following discussion. Carrie Troup provided an analysis of the financial statements. Motion to approve Items of General Consent passed 7-0-0 by roll call vote, with Trustee Blair absent.

7. OLD BUSINESS

- A. Accounts receivable contracts' status (5909 Misc. Revenue)
-Approximately \$50,000 of the budgeted \$110,000 in revenues have been invoiced. Billing for the October through December quarter will occur in January. SoCalGas has proposed a method of payment using a "Purchasing Card" and will provide more information about this in the coming month.
- B. Status of invasive Aedes mosquitoes in Santa Barbara County
-Vector Technician Schultz continues to employ a variety of trapping methods for Aedes aegypti. A reporter for a news production created by Trustee Jory visited the office and interviewed GM Cabrera for an upcoming edition of their program. GM Cabrera was also interviewed for a series of science videos to be shown to elementary age children.
- C. Update on Building Inspection.
-Staff was informed that the cracks in the building are cosmetic and do not pose any danger. Expansion and contraction of the underlying soil is responsible and a new gutter system would lessen the impact of the soil processes which have caused the damage. Bids have been received and a company has been selected to perform the work.
- D. COVID-19 update
-Staff has been working split/staggered schedules and performing work at home when possible. Webinars and educational materials are available for staff to access offsite. The MVCAC Annual Meeting will be held online and District Board meetings will continue to be held via Zoom.
- E. Consider approving the agreement to open an OPEB Trust Fund with Public Agency Retirement Services (PARS), consider the approval of Resolution 20-5 adopting the Mosquito and Vector Management District of Santa Barbara County's Post-Employment Benefits Trust to be administered by PARS
-Item discussed following Public Comment.

8. NEW BUSINESS

- A. Discuss and vote on how to process VCJPA Member Contingency Refunds:
 - A) elect to receive the full refund;
 - B) apply total refund to the District's Member Contingency Fund;
 - C.) apply a portion of the refund to the MCF and receive a payment of the remaining

balance

-It was moved by Trustee Geyer and seconded by Trustee Williams to apply the full refund to the Members' Contingency Fund. Motion passed 7-0-0 by roll call vote with Trustee Blair absent.

B. Discuss supplementary bonuses for staff.

-Board discussed whether there is a means by which the District can waive the use of vacation and sick leave for staff and provide administrative leave when their absence from the office results from altered office policies due to COVID-19. GM Cabrera will consult legal counsel, the District personnel policy, and other special districts regarding this issue. A resolution will be brought to the Board.

C. Discuss ending of MOU between City Employees Association and the District on 6/30/21 and begin formulating a plan for negotiating a new MOU

-Current MOU expires 6/30/2021. Board discussed what elements of the current agreement may need to be re-worked, such as the fact that new positions have been created since the current MOU was written. Trustee Geyer inquired whether the Board needs to appoint a negotiator and staff will consult legal counsel on that question.

9. MANAGER'S REPORT

-There were many webinars to view and meetings to attend in November. A professor from UCSB will be giving staff a presentation on vernal pools on December 17th and Board members are welcome to view as well.

10. BOARD ANNOUNCEMENTS

-The Board and staff thanked President Hurd and Trustee DeDominic for their dedicated service to the District over the years and wished them luck in their future endeavors.

-Trustee Jory announced that GM Cabrera will be presenting to the Santa Barbara City Council on January 12th regarding the detection of Aedes aegypti.

11. ADJOURNMENT

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

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

BY:

APPROVED:

Ron Hurd
Board President

Adam Lambert
Board Secretary

Financial Status

As of: 12/31/2020 (50% 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	6/30/2021 Fiscal Year Adjusted Budget	12/31/2020 Year-To-Date Actual	6/30/2021 Fiscal Year Variance	6/30/2021 Fiscal Year Pct of Budget
Revenues				
Taxes				
3010 -- Property Tax-Current Secured	434,000.00	258,300.58	-175,699.42	59.52 %
3011 -- Property Tax-Unitary	6,200.00	0.00	-6,200.00	0.00 %
3015 -- PT PY Corr/Escapes Secured	0.00	1,149.99	1,149.99	--
3020 -- Property Tax-Current Unsecd	18,500.00	16,931.96	-1,568.04	91.52 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	84.04	84.04	--
3028 -- RDA Pass-through Payments	3,000.00	0.00	-3,000.00	0.00 %
3029 -- RDA RPTTF Resid Distributions	5,000.00	0.00	-5,000.00	0.00 %
3040 -- Property Tax-Prior Secured	0.00	-29.27	-29.27	--
3050 -- Property Tax-Prior Unsecured	2,300.00	147.59	-2,152.41	6.42 %
3054 -- Supplemental Pty Tax-Current	8,000.00	1,249.73	-6,750.27	15.62 %
3056 -- Supplemental Pty Tax-Prior	200.00	-12.09	-212.09	-6.05 %
Taxes	477,200.00	277,822.53	-199,377.47	58.22 %
Fines, Forfeitures, and Penalties				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	12.21	12.21	--
Fines, Forfeitures, and Penalties	0.00	12.21	12.21	--
Use of Money and Property				
3380 -- Interest Income	13,000.00	2,382.82	-10,617.18	18.33 %
3381 -- Unrealized Gain/Loss Invstmnts	-8,222.00	-4,221.13	4,000.87	51.34 %
Use of Money and Property	4,778.00	-1,838.31	-6,616.31	-38.47 %
Intergovernmental Revenue-State				
4220 -- Homeowners Property Tax Relief	2,000.00	329.22	-1,670.78	16.46 %
Intergovernmental Revenue-State	2,000.00	329.22	-1,670.78	16.46 %
Intergovernmental Revenue-Other				
4840 -- Other Governmental Agencies	12,000.00	0.00	-12,000.00	0.00 %

Financial Status

As of: 12/31/2020 (50% 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	6/30/2021 Fiscal Year Adjusted Budget	12/31/2020 Year-To-Date Actual	6/30/2021 Fiscal Year Variance	6/30/2021 Fiscal Year Pct of Budget
Intergovernmental Revenue-Other	12,000.00	0.00	-12,000.00	0.00 %
Charges for Services				
4877 -- Other Special Assessments	633,929.00	400,598.61	-233,330.39	63.19 %
Charges for Services	633,929.00	400,598.61	-233,330.39	63.19 %
Miscellaneous Revenue				
5891 -- Refunds/Repayments	0.00	23,584.68	23,584.68	--
5909 -- Other Miscellaneous Revenue	110,000.00	37,590.79	-72,409.21	34.17 %
Miscellaneous Revenue	110,000.00	61,175.47	-48,824.53	55.61 %
Revenues	1,239,907.00	738,099.73	-501,807.27	59.53 %
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	470,000.00	211,373.12	258,626.88	44.97 %
6210 -- Commissioner/Director/Trustee	10,000.00	4,800.00	5,200.00	48.00 %
6400 -- Retirement Contribution	166,850.00	58,061.45	108,788.55	34.80 %
6475 -- Retiree Medical OPEB	25,300.00	9,765.50	15,534.50	38.60 %
6500 -- FICA Contribution	29,140.00	13,486.06	15,653.94	46.28 %
6550 -- FICA/Medicare	6,900.00	3,154.02	3,745.98	45.71 %
6600 -- Health Insurance Contrib	145,000.00	68,406.95	76,593.05	47.18 %
6700 -- Unemployment Ins Contribution	3,500.00	110.40	3,389.60	3.15 %
6900 -- Workers Compensation	22,000.00	20,206.00	1,794.00	91.85 %
Salaries and Employee Benefits	878,690.00	389,363.50	489,326.50	44.31 %
Services and Supplies				
7030 -- Clothing and Personal	6,700.00	3,540.19	3,159.81	52.84 %
7050 -- Communications	6,800.00	2,970.04	3,829.96	43.68 %
7070 -- Household Supplies	3,000.00	1,581.00	1,419.00	52.70 %
7090 -- Insurance	18,000.00	17,075.80	924.20	94.87 %

Financial Status

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Line Item Account	6/30/2021 Fiscal Year Adjusted Budget	12/31/2020 Year-To-Date Actual	6/30/2021 Fiscal Year Variance	6/30/2021 Fiscal Year Pct of Budget
7120 -- Equipment Maintenance	6,800.00	1,921.83	4,878.17	28.26 %
7121 -- Operating Supplies	8,500.00	4,040.19	4,459.81	47.53 %
7124 -- IT Software Maintenance	11,000.00	1,929.98	9,070.02	17.55 %
7200 -- Structure & Ground Maintenance	4,000.00	253.62	3,746.38	6.34 %
7430 -- Memberships	16,000.00	16,545.00	-545.00	103.41 %
7450 -- Office Expense	5,000.00	2,820.75	2,179.25	56.42 %
7460 -- Professional & Special Service	63,000.00	26,616.95	36,383.05	42.25 %
7508 -- Legal Fees	15,000.00	4,848.98	10,151.02	32.33 %
7546 -- Administrative Expense	8,000.00	300.00	7,700.00	3.75 %
7650 -- Special Departmental Expense	80,000.00	37,048.73	42,951.27	46.31 %
7653 -- Training Fees & Supplies	5,000.00	698.00	4,302.00	13.96 %
7730 -- Transportation and Travel	5,000.00	151.37	4,848.63	3.03 %
7731 -- Gasoline-Oil-Fuel	9,500.00	3,777.43	5,722.57	39.76 %
7760 -- Utilities	4,800.00	2,025.87	2,774.13	42.21 %
Services and Supplies	276,100.00	128,145.73	147,954.27	46.41 %
Other Charges				
7860 -- Contrib To Other Agencies	52,000.00	27,444.00	24,556.00	52.78 %
Other Charges	52,000.00	27,444.00	24,556.00	52.78 %
Capital Assets				
8200 -- Structures&Struct Improvements	8,200.00	0.00	8,200.00	0.00 %
8300 -- Equipment	80,000.00	31,031.16	48,968.84	38.79 %
Capital Assets	88,200.00	31,031.16	57,168.84	35.18 %
Expenditures	1,294,990.00	575,984.39	719,005.61	44.48 %
Other Financing Sources & Uses				
Other Financing Sources				
5911 -- Oper Trf (In)-Other Funds	88,200.00	0.00	-88,200.00	0.00 %

Financial Status

As of: 12/31/2020 (50% 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	6/30/2021 Fiscal Year Adjusted Budget	12/31/2020 Year-To-Date Actual	6/30/2021 Fiscal Year Variance	6/30/2021 Fiscal Year Pct of Budget
Other Financing Sources	88,200.00	0.00	-88,200.00	0.00 %
Other Financing Uses				
7901 -- Oper Trf (Out)	37,339.00	0.00	37,339.00	0.00 %
Other Financing Uses	37,339.00	0.00	37,339.00	0.00 %
Other Financing Sources & Uses	50,861.00	0.00	-50,861.00	0.00 %
Changes to Fund Balances				
Decrease to Restricted				
9797 -- Unrealized Gains	4,222.00	4,221.13	-0.87	99.98 %
Decrease to Restricted	4,222.00	4,221.13	-0.87	99.98 %
Changes to Fund Balances	4,222.00	4,221.13	-0.87	99.98 %
Mosquito & Vector Mgt District	0.00	166,336.47	166,336.47	--
Net Financial Impact	0.00	166,336.47	166,336.47	--

Cash Balances

As of: 12/31/2020
Accounting Period: OPEN

Selection Criteria: Fund = 4160 4161

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

Fund	12/1/2020 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	12/31/2020 Ending Balance
4160 -- Mosquito & Vector Mgt District	1,104,035.59	26,621.20	600,694.34	50,430.85	77,904.38	1,603,015.90
4161 -- SB Vector-Cap Asset Reserve	608,561.22	0.00	0.00	0.00	0.00	608,561.22
Total Report	1,712,596.81	26,621.20	600,694.34	50,430.85	77,904.38	2,211,577.12

Vendor Disbursements

From 12/1/2020 to 12/31/2020

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 - 09757208	12/10/2020	880		PEB-	4,574.00
Total CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					4,574.00
Vendor 006215 -- US BANK CORPORATE PAYMENT SYSTEM					
ACH - 701326	12/04/2020	880		Vendor Account:	3,033.30
Total US BANK CORPORATE PAYMENT SYSTEM					3,033.30
Vendor 008116 -- HOWELL MOORE & GOUGH LLP					
W - 09758796	12/22/2020	880		Vendor Invoice #: 42764; Vendor Account:	1,054.00
Total HOWELL MOORE & GOUGH LLP					1,054.00
Vendor 050379 -- ADP INC					
EFT	12/11/2020	880		Vendor Invoice #: 569394593	604.55
EFT	12/30/2020	880		Vendor Invoice #: 567310129	404.90
Total ADP INC					1,009.45
Vendor 080067 -- ATKINSON ANDELSON LOYA RUUD ROMO					
W - 09756961	12/04/2020	880		Vendor Invoice #: 608757; Vendor Account:	186.38
W - 09759081	12/28/2020	880		Vendor Invoice #: 610517; Vendor Account:	149.10
Total ATKINSON ANDELSON LOYA RUUD ROMO					335.48
Vendor 086415 -- CITY EMPLOYEES ASSOC LLC					
ACH - 701959	12/09/2020	880		UNION DUES	48.00
ACH - 703520	12/23/2020	880		UNION DUES	48.00
Total CITY EMPLOYEES ASSOC LLC					96.00
Vendor 101532 -- STREAMLINE					
W - 09757133	12/08/2020	880		Vendor Invoice #: 108163	200.00
Total STREAMLINE					200.00
Vendor 127495 -- VESERIS					
ACH - 701865	12/08/2020	880		Vendor Invoice #: OX6-48987; Vendor Account:	28,527.25

Vendor Disbursements

From 12/1/2020 to 12/31/2020

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 VESERIS	28,527.25
Vendor 132153 -- MVCAC MOSQUITO & VECTOR CONTROL ASSOC OF CA					
W - 09756970	12/04/2020	880		Vendor Invoice #: 7362195	176.00
W - 09756970	12/04/2020	880		Vendor Invoice #: 7362174	286.00
W - 09758822	12/22/2020	880		Vendor Invoice #: 7362253	594.00
				Total MVCAC MOSQUITO & VECTOR CONTROL ASSOC OF CA	1,056.00
Vendor 194683 -- Allied Administrators for Delta Dental					
ACH - 701996	12/09/2020	880		ID #84684 PLAN ID 96 Acct	971.74
				Total Allied Administrators for Delta Dental	971.74
Vendor 244645 -- AFLAC					
W - 09759156	12/29/2020	880		Vendor Invoice #: 772995; Vendor Account:	339.66
				Total AFLAC	339.66
Vendor 246891 -- MISSION LINEN SUPPLY					
ACH - 701883	12/08/2020	880		Vendor Account:	364.29
				Total MISSION LINEN SUPPLY	364.29
Vendor 275268 -- FEDEX					
ACH - 701596	12/07/2020	880		Vendor Invoice #: 7-195-86236; Vendor Account: 6	94.30
				Total FEDEX	94.30
Vendor 346888 -- CARRIE TROUP CPA					
ACH - 701606	12/07/2020	880		Vendor Invoice #: 1020V	2,325.00
ACH - 703406	12/22/2020	880		Vendor Invoice #: 1120V	2,325.00
				Total CARRIE TROUP CPA	4,650.00
Vendor 522736 -- McCormix Corporation					
ACH - 702793	12/17/2020	880		Vendor Account:	419.10
				Total McCormix Corporation	419.10

Vendor Disbursements

From 12/1/2020 to 12/31/2020

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 - 702794	12/17/2020	880		Vendor Account:	59.98
Total MONTECITO WATER DISTRICT					59.98
Vendor 564677 -- MOSS LEVY & HARTZHEIM					
W - 09757632	12/17/2020	880		Vendor Invoice #: 25133; Vendor Account:	1,000.00
Total MOSS LEVY & HARTZHEIM					1,000.00
Vendor 648390 -- CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					
ACH - 704028	12/28/2020	880		Vendor Invoice #: 100000016272361; Vendor Account: 1	12,343.87
Total CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					12,343.87
Vendor 651000 -- QUILL CORP					
W - 09756915	12/03/2020	880		Vendor Invoice #: 11724649; Vendor Account:	100.77
W - 09756985	12/04/2020	880		Vendor Invoice #: 11805125; Vendor Account:	112.00
Total QUILL CORP					212.77
Vendor 710175 -- STATE/FEDERAL TAXES & DIRECT DEPOSITS					
EFT	12/03/2020	880		Vendor Account:	16,180.60
EFT	12/17/2020	880		Vendor Account:	17,060.20
EFT	12/31/2020	880		Vendor Account:	16,180.60
Total STATE/FEDERAL TAXES & DIRECT DEPOSITS					49,421.40
Vendor 740582 -- BIG GREEN CLEANING COMPANY					
ACH - 702808	12/17/2020	880		Vendor Invoice #: 567778; Vendor Account:	241.00
Total BIG GREEN CLEANING COMPANY					241.00
Vendor 767200 -- SOUTHERN CALIFORNIA EDISON					
ACH - 702811	12/17/2020	880		Vendor Account:	123.87
Total SOUTHERN CALIFORNIA EDISON					123.87
Vendor 767800 -- THE GAS COMPANY					
ACH - 703643	12/23/2020	880		Vendor Account:	29.54

Vendor Disbursements

From 12/1/2020 to 12/31/2020

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 THE GAS COMPANY	29.54
Vendor 776537 -- COX COMMUNICATIONS - BUSINESS					
ACH - 703647	12/23/2020	880		Vendor Account:	430.84
				Total COX COMMUNICATIONS - BUSINESS	430.84
Vendor 855111 -- Vision Service Plan-CA					
ACH - 701130	12/02/2020	880		Vendor Invoice #: 810928148; Vendor Account: 3	195.18
ACH - 704047	12/28/2020	880		Vendor Invoice #: 811203168; Vendor Account: 3	195.18
				Total Vision Service Plan-CA	390.36
Vendor 874582 -- BAY ALARM COMP					
W - 09757085	12/07/2020	880		Vendor Invoice #: 1485522011151; Vendor Account: 1	251.75
				Total BAY ALARM COMP	251.75
				Total Mosquito & Vector Mgt District	111,229.95

P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER _____
STATEMENT DATE 12-22-2020
AMOUNT DUE \$1,017.92
NEW BALANCE \$1,017.92

PAYMENT DUE ON RECEIPT

000001261 01 SP 0.560 106481278760842 P

MVM DISTRICT
ATTN BRIAN CARERA
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	\$3,033.30	\$1,017.92	\$0.00	\$0.00	\$0.00	\$0.00	\$3,033.30	\$1,017.92	

CORPORATE ACCOUNT ACTIVITY					
MVM DISTRICT					TOTAL CORPORATE ACTIVITY
					\$3,033.30 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
12-07	12-07	74798260342000000000024	PAYMENT - 701326 00000 A	3,033.30 PY	

NEW ACTIVITY						
VESNA IBARRA			CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$279.66	\$0.00	\$279.66
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
12-03	12-01	24164070337105005763038	STAPLES 00108894 GOLETA CA	46.97		
12-03	12-02	24755420338123388662652	PESTICIDE APPLICATORS PRO 831-4423536 CA	45.00		
12-07	12-04	24204290339000555387540	MICROSOFT*STORE 142-56816830 WA	139.99		
12-17	12-16	24327430351954100253424	SMOG IT SANTA BARBA CA	47.70		

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
			PREVIOUS BALANCE	3,033.30
		PURCHASES & OTHER CHARGES	1,017.92	
	STATEMENT DATE	DISPUTED AMOUNT	CASH ADVANCES	.00
	12/22/20	.00	CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
			PAYMENTS	3,033.30
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		ACCOUNT BALANCE	1,017.92
	1,017.92			



Company Name: MVM DISTRICT
Corporate Account Number:
Statement Date: 12-22-2020

NEW ACTIVITY					
ROBBY R SHARP		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$88.99	\$0.00	\$88.99
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-08	12-07	24040830342900014600092	LA CUMBRE FEED SANTA BARBARA CA		71.80
12-09	12-08	24040830343900014700883	LA CUMBRE FEED SANTA BARBARA CA		17.19
KAREN FGFRMAN-SCHULTZ		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$449.28	\$0.00	\$449.28
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-24	11-23	24231680329837000048099	SMART AND FINAL 915 CARPENTERIA CA		7.21
12-03	12-03	24492150338717033334632	DOMYOWN.COM 770-840-8831 GA		157.53
12-07	12-04	24431060339083731658366	AMAZON.COM*8W40I1M13 AMZN AMZN.COM/BILL WA		18.05
12-07	12-04	24692160340100395153408	AMZN MKTP US*JR6QN9AL3 AMZN.COM/BILL WA		60.32
12-07	12-04	24692160340100396500821	AMZN MKTP US*9P7NP57C3 AMZN.COM/BILL WA		16.13
12-10	12-08	24707800344030034840984	BIOQUIP PRODUCTS INC 310-667-8800 CA		155.09
12-11	12-10	24431060346091931001460	SANTA BARBARA HOME IMP SANTA BARBARA CA		20.65
12-14	12-10	24761970346091176000045	PRAXAIR DIST INC 70161 8059660829 CA		14.30
DONALD CRAM		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$150.00	\$0.00	\$150.00
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-25	11-24	24040830329900013600181	LA CUMBRE FEED SANTA BARBARA CA		105.00
12-03	12-02	24755420338123388662678	PESTICIDE APPLICATORS PRO 831-4423536 CA		45.00
BRIAN J CABRERA		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$49.99	\$0.00	\$49.99
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-14	12-14	24204290349000128986735	MSFT * E0800D2FLO 800-6427676 WA		35.00
12-14	12-13	244921503486637944250008	ZOOM.US 888-799-9666 WWW.ZOOM.US CA		14.99

Department: 00000 Total: \$1,017.92
 Division: 00000 Total: \$1,017.92



MOSQUITO and VECTOR MANAGEMENT DISTRICT of SANTA BARBARA COUNTY

DISEASE SURVEILLANCE REPORT

December 2020

Live Mosquito-Borne Virus Surveillance

Encephalitis virus surveillance will resume in March. No additional *Aedes aegypti* were detected.

Location	Date	Number of Mosquitoes	Type of Trap	# of Traps	Mosquitoes per Trap Night	Pools Submitted	WSW Virus Test Result
Sterrett Ave.	12/11-12/27	0	BGS2	1	0	0	
Valerio St.	12/11-12/27	0	BGS2	1	0	0	
Orella St.	12/4-12/27	0	BGS1	1	0	0	
Chino St.	12/11-12/27	1	BGS2	1	0.06	0	
Crescent Dr.	12/1-12/27	0	AGO	1	0	0	
Sterrett Ave.	12/1-12/27	0	AGO	1	0	0	
Chino St.	12/11-12/27	0	GAT	2	0	0	
Valerio St.	12/11-12/17	0	AGO	1	0	0	

BGS2=BioGents Sentinel 2

GAT=Gravid Autocidal Trap

AGO=Autocidal Gravid Ovitrap
WSW=WNV, SLEV, AND WEE

West Nile Virus Activity

No mosquito pools from the area were tested for West Nile virus, St. Louis encephalitis virus, or Western equine encephalitis virus last month. Three dead wild birds were reported, two were tested, and both tested negative.

California reported about 35% of the total human West Nile virus infections in the United States in 2020 (197 of 557). There were seven fatalities. In December in California, only five birds tested positive for WNV, bringing the 2020 total to 343. No new positive mosquito pools were reported.

Sentinel Chicken Flocks

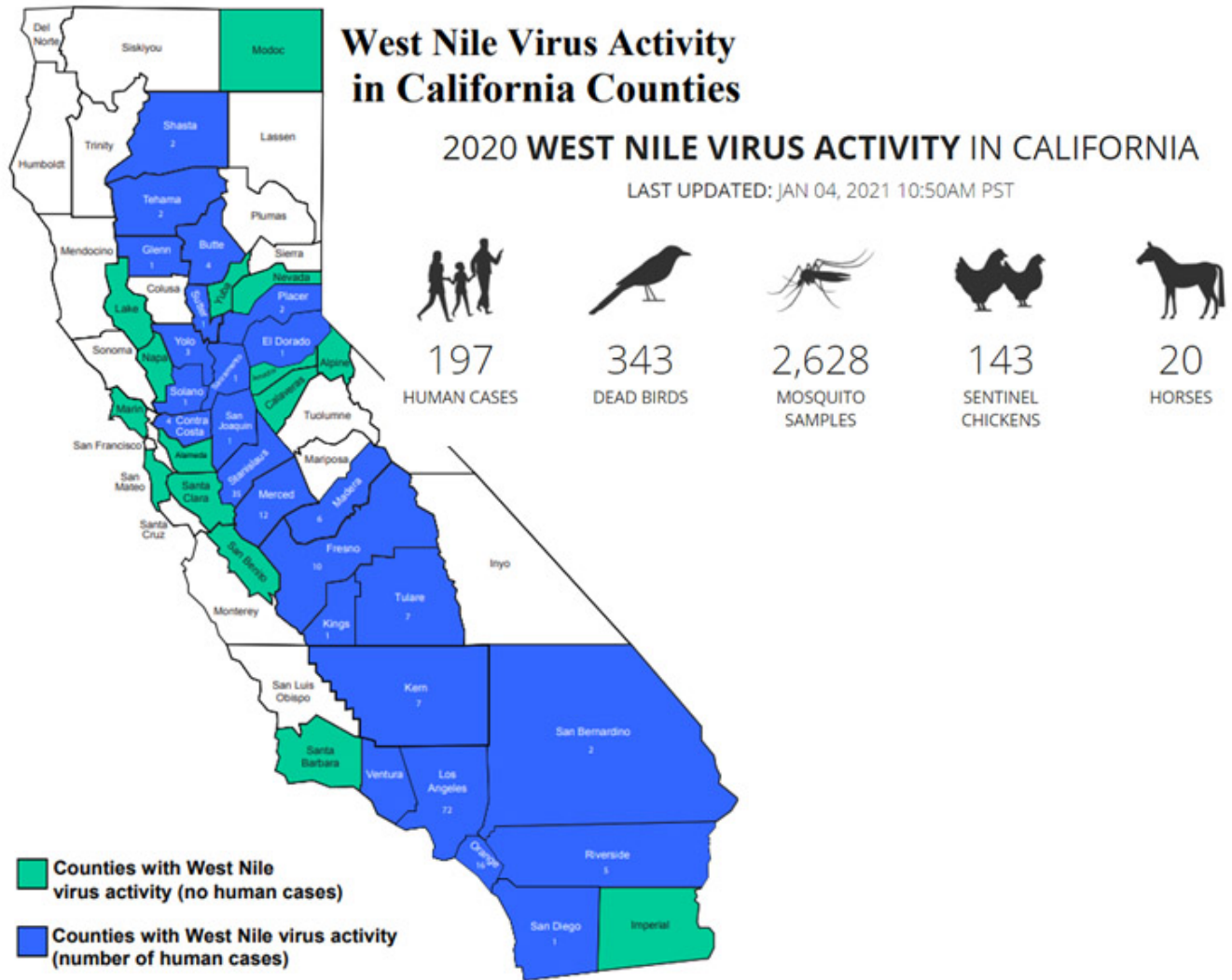
The District currently maintains four sentinel chicken flocks in Santa Barbara County located at the Goleta Sanitary District, Mission Hills Community Services District, the Solvang City Wastewater Treatment Plant, and the U.S. Forest Service Fire Station in Carpinteria. Blood samples were collected from these chickens during the week of December 7, and all tested negative for the presence of WNV, SLEV, and WEE. From November to March, chickens are tested only once every four weeks. One sentinel chicken in neighboring Ventura County tested positive for WNV in December, which was the only WNV activity in the county in 2020.

St. Louis Encephalitis Virus Activity

No SLEV activity was detected in Santa Barbara County in 2020. Five human SLEV infections were reported for the year from Fresno, Madera, Stanislaus, and San Joaquin Counties. In 2020, 510 positive mosquito pools were reported from nine counties.

Western Equine Encephalitis

There was no reportable WEE activity in California in 2020.



*Other data released by CDPH showed no human cases in Ventura County, so it should be colored green.-KS

Zika Virus and Invasive *Aedes* Mosquito Update

The District has documented 33 *Aedes aegypti* mosquitoes from nine addresses. December 28th brought about 2 inches of rain, so we can expect eggs laid in backyard containers to hatch if residents have not heeded our warnings. There are about 115 parcels in the North Hope Avenue area and about 190 in the Chino Street area within 150 meters of collection sites.

There were no Zika virus infections reported in California in December. Invasive *Aedes* are present in the following 22 counties: Los Angeles, Orange, San Diego, Riverside, San Bernardino, Butte, Imperial, Kern, Kings, Fresno, Madera, Merced, San Joaquin, Placer, Sacramento, **Santa Barbara**, Shasta, Sutter, Stanislaus, Tulare, Ventura, and Yolo.



Female *Aedes washinoi*. Wing scales are shown to differentiate from *Aedes squamiger*, which has rounded wing scales.

Floodwater or Willow Mosquito
Aedes washinoi

Aedes washinoi larvae develop in wetlands and vernal pools that are flooded by winter rain. There is typically one generation per year (this is referred to as a univoltine species). Eggs are laid on moist soil or vegetation as water dries-up in late spring/early summer. Eggs hatch the following winter when rain accumulates. Metamorphosis from the larval stage to the adult stage takes about 30 days. Adult females, staying within one half mile of their larval sources, are aggressive day-biters that will readily feed on humans. One strategy that the District uses against this mosquito is “pre-treatment.” Some larvicides can be placed in historically mosquito-prone habitats before winter rains occur. About 60 acres are pre-treated in Santa Barbara County each autumn. Treatment is notably easier while the habitats are dry; pre-treatment also prevents technicians from being overwhelmed with work in the thirty days after habitat flooding. *Aedes washinoi*, named after Californian entomologist Dr. Robert Washino, is not known to be a vector of any pathogen.

Mosquito and Vector Management District of Santa Barbara County

Report of District Operations -December 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. Requests	Total hours devoted to zone
Goleta	17.5	8.0							22.0			5.5				
Goleta Valley	20.5	6.0													1	
Rancho Embarcadero	2.0	1.5														
Isla Vista	4.0															
Hope Ranch																
Hidden Valley																
Santa Barbara area	21.5	1.5		1					6.5	2	0.5		10.0			
Mission Canyon																
Montecito	4.0	1.0		2					0.5	1						
Summerland	3.5	1.0														
Carpinteria	3.0			1								4.5	1.0			
Carpinteria Valley	3.0		1													
Carp Salt Marsh																
Camino Real																
Storke Ranch	1.0															
Goleta Sanitary																
City of Goleta																
UCSB	1.0															
Santa Barbara Airport	2.0															
City of Santa Barbara	7.0	1.5														
SoCalGas																
South County	90.0	19.0	1	4	0	0.0	0.0	0	29.0	3	0.5	10.0	11.0	0	1	159.5
North County												13.0			2	
Pismo Beach																0.0
Oceano Dunes																0.0
San Luis Obispo																0.0
SLO County	0.00	0.0	0	0	0	0.0	0.0	0	0	0.0	0.0	0.00	0	0	0	0.0
Monthly Totals	90.00	19.0	1	4	0	0.0	0.0	0	29.0	3	0.5	23.0	11.00	0	3	172.5
Year to Date	2058.00	674.5	44	70	17	28.0	11.5	21	94.0	30	305.0	401.5	410.50	3	12	

	This Month	Year to Date
Total Inspection Hours	119.0	2180.0
Total Treatment Hours	19.0	686.0
Total Mileage	1,692.0	36,436.0

RESOLUTION NO. 21-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE MOSQUITO AND VECTOR MANAGEMENT DISTRICT OF SANTA BARBARA COUNTY ADOPTING PUBLIC AGENCIES POST-EMPLOYMENT BENEFITS TRUST ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS)

WHEREAS: Phase II Systems, a California corporation doing business as Public Agency Retirement Services and PARS ("PARS") has made available the PARS Public Agencies Post-Employment Benefits Trust (the "Program") for the purpose of pre-funding pension obligations and/or other post-employment benefits (OPEB) obligations; and

WHEREAS: The Mosquito and Vector Management District of Santa Barbara County ("District") is eligible to participate in the Program, which is a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code, as amended, and the Regulations issued there under, and is a tax-exempt trust under the relevant statutory provisions of the State of California; and

WHEREAS: The District's adoption and operation of the Program has no effect on any current or former employee's entitlement to post-employment benefits; and

WHEREAS: The terms and conditions of post-employment benefit entitlement, if any, are governed by contracts separate from and independent of the Program; and

WHEREAS: The District's funding of the Program does not, and is not intended to, create any new vested right to any benefit nor strengthen any existing vested right; and

WHEREAS: The District reserves the right to make contributions, if any, to the Program.

NOW THEREFORE, BE IT RESOLVED by the Mosquito and Vector Management District of Santa Barbara County that:

1. The Board of Trustees hereby adopts the PARS Public Agencies Post-Employment Benefits Trust, effective _____; and
2. The Board hereby appoints the General Manager, or his/her successor or his/her designee, as the District's Plan Administrator for the Program; and
3. The District's Plan Administrator is hereby authorized to execute the PARS legal and administrative documents on behalf of the District and to take whatever additional actions are necessary to maintain the District's participation in the Program and to maintain compliance of any relevant regulation issued or as may be issued; therefore, authorizing him/her to take whatever additional actions are required to administer the District's Program.

AYES: NOES: ABSENT: ABSTAIN:

STATE OF CALIFORNIA
COUNTY OF SANTA BARBARA

_____, the Secretary of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County, State of California, hereby certifies that the foregoing resolutions were duly and regularly adopted by said District at a regular meeting thereof held on the _____, and passed by a _____ vote of said Board.

IN WITNESS WHEREOF I have hereunto set my hand and seal this _____, 2021.

Secretary of the Board

AGREEMENT FOR ADMINISTRATIVE SERVICES

This agreement (“Agreement”) is made this ____ day of _____, 2021, between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services and PARS (hereinafter “PARS”) and the Mosquito and Vector Management District of Santa Barbara County (“Agency”).

WHEREAS, the Agency has adopted the PARS Public Agencies Post-Employment Benefits Trust for the purpose of pre-funding pension obligations and/or Other Post-Employment Benefits (“OPEB”) obligations (“Plan”) and is desirous of retaining PARS as Trust Administrator to the Trust, to provide administrative services.

NOW THEREFORE, the parties agree:

1. **Services.** PARS will provide the services pertaining to the Plan as described in the exhibit attached hereto as “Exhibit 1A” (“Services”) in a timely manner, subject to the further provisions of this Agreement.
2. **Fees for Services.** PARS will be compensated for performance of the Services as described in the exhibit attached hereto as “Exhibit 1B”.
3. **Payment Terms.** Payment for the Services will be remitted directly from Plan assets unless the Agency chooses to make payment directly to PARS. In the event that the Agency chooses to make payment directly to PARS, it shall be the responsibility of the Agency to remit payment directly to PARS based upon an invoice prepared by PARS and delivered to the Agency. If payment is not received by PARS within thirty (30) days of the invoice delivery date, the balance due shall bear interest at the rate of 1.5% per month. If payment is not received from the Agency within sixty (60) days of the invoice delivery date, payment plus accrued interest will be remitted directly from Plan assets, unless PARS has previously received written communication disputing the subject invoice that is signed by a duly authorized representative of the Agency.
4. **Fees for Services Beyond Scope.** Fees for services beyond those specified in this Agreement will be billed to the Agency at the rates indicated in the PARS’ standard fee schedule in effect at the time the services are provided and shall be payable as described in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with a detailed description of the services, terms, and applicable rates for such services. Such services, terms, and applicable rates shall be agreed upon in writing and executed by both parties.
5. **Information Furnished to PARS.** PARS will provide the Services contingent upon the Agency providing PARS the information specified in the exhibit attached hereto as “Exhibit 1C” (“Data”). It shall be the responsibility of the Agency to certify, to the best of its knowledge, the accuracy, content and completeness of the Data so that PARS may reasonably rely on such information without further audit. It shall further be the responsibility of the Agency to deliver the Data to PARS in a format and within a time period requested by PARS in writing or if PARS provides no written request, in a reasonable format and amount of time for the Services to be performed. Unless specified in Exhibit 1A, PARS shall be under no duty to question Data received from the Agency, to compute contributions made to the Plan, to determine or inquire whether contributions

are adequate to meet and discharge liabilities under the Plan, or to determine or inquire whether contributions made to the Plan are in compliance with the Plan or applicable law. In addition, PARS shall not be liable for nonperformance of Services to the extent such nonperformance is solely caused by or results from erroneous and/or late delivery of Data from the Agency. In the event that the Agency fails to provide Data in a complete, accurate and timely manner and pursuant to the specifications in Exhibit 1C, PARS reserves the right, notwithstanding the further provisions of this Agreement, to terminate this Agreement upon no less than ninety (90) days written notice to the Agency.

6. **Data Security.** PARS shall implement and maintain, reasonable security procedures appropriate to the nature of the Personal Information to protect the Personal Information from unauthorized access, destruction, use, modification, or disclosure. For purposes of this Agreement, Personal Information shall mean information received by PARS from Agency that identifies, relates to or describes an individual entitled to receive benefits from Agency. PARS shall notify Agency without undue delay, and at the latest within three (3) business days after confirmation that Personal Information has been accessed or acquired by an unauthorized person which compromises the security, confidentiality, or integrity of the Personal Information and which requires notification to affected individuals under applicable state or federal law (“Data Breach”). PARS shall take action to contain such Data Breach and mitigate potential risks to affected individuals, including without limitation conducting an investigation, adopting steps to remediate and restoring the security of Personal Information it holds. PARS shall reasonably cooperate with Agency to provide notification to affected individuals as required by applicable law.
7. **Records.** Throughout the duration of this Agreement, and for a period of five (5) years after termination of this Agreement, PARS shall provide duly authorized representatives of Agency access to all records and material relating to calculation of PARS’ fees under this Agreement. Such access shall include the right to inspect, audit and reproduce such records and material and to verify reports furnished in compliance with the provisions of this Agreement. All information so obtained shall be accorded confidential treatment as provided under applicable law.
8. **Confidentiality.** Without the Agency’s consent, PARS shall not disclose any information relating to the Plan except to duly authorized officials of the Agency, subject to applicable law, and to parties retained by PARS to perform specific services within this Agreement. The Agency shall not disclose any information relating to the Plan to individuals not employed by the Agency without the prior written consent of PARS, except as such disclosures may be required by applicable law.
9. **Independent Contractor.** PARS is and at all times hereunder shall be an independent contractor. As such, neither the Agency nor any of its officers, employees or agents shall have the power to control the conduct of PARS, its officers, employees or agents, except as specifically set forth and provided for herein. PARS shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers’ compensation and similar matters.
10. **Indemnification.** PARS and Agency hereby indemnify each other and hold the other harmless, including their respective officers, directors, and employees, from and against

any third party suit or claim, loss, demand, liability, or expense, including reasonable attorneys' fees and costs, incurred by the other arising out of or related to PARS' or Agency's, as the case may be, (1) negligent acts, errors or omissions with respect to the performance of their respective duties hereunder, (2) a Data Breach except to the extent caused by the party seeking indemnification, (3) other breach of this Agreement, or (4) violation of law.

11. **Compliance with Applicable Law.** The Agency shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding the administration of the Plan. PARS shall observe and comply with federal, state, and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding Plan administrative services provided under this Agreement.
12. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event any party institutes legal proceedings to enforce or interpret this Agreement, jurisdiction shall be in any state court of competent jurisdiction, and venue shall be in Santa Barbara County.
13. **Force Majeure.** When a party's nonperformance hereunder was beyond the control and not due to the fault of the party not performing, a party shall be excused from performing its obligations under this Agreement during the time and to the extent that its performance is prevented by such cause. Such cause shall include, but not be limited to: any incidence of fire, flood, acts of God or unanticipated communicable disease, acts of terrorism or war commandeering of material, products, plants or facilities by the federal, state or local government, a material act or omission by the other party or any law, ordinance, rule, guidance or recommendation by the federal, state or local government, or any agency thereof, which becomes effective after the date of this Agreement that delays or renders impractical either party's performance under the Agreement.
14. **Ownership of Reports and Documents.** The originals of all letters, documents, reports, and data produced for the purposes of this Agreement shall be delivered to and become the property of the Agency. Copies may be made for PARS but shall not be furnished to others without written authorization from Agency.
15. **Designees.** The Plan Administrator of the Agency, or their designee, shall have the authority to act for and exercise any of the rights of the Agency as set forth in this Agreement, subsequent to and in accordance with the written authority granted by the Governing Body of the Agency, a copy of which writing shall be delivered to PARS. Any officer of PARS, or his or her designees, shall have the authority to act for and exercise any of the rights of PARS as set forth in this Agreement.
16. **Notices.** All notices hereunder and communications regarding the interpretation of the terms of this Agreement, or changes thereto, shall be effected by delivery of the notices in person or by depositing the notices in the U.S. mail, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:
 - (A) To PARS: PARS; 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660; Attention: President

(B) To Agency: Mosquito and Vector Management District of Santa Barbara County; P.O. Box 1389, 2450 Lillie Avenue, Summerland, CA 93067; Attention: General Manager

Notices shall be deemed given on the date received by the addressee.

17. **Term of Agreement.** This Agreement shall remain in effect for the period beginning January 14, 2021 and ending January 13, 2024 (“Term”). This Agreement may be terminated at any time by giving thirty (30) days written notice to the other party of the intent to terminate. Absent a thirty (30) day written notice to the other party of the intent to terminate, this Agreement will continue unchanged for successive twelve-month periods following the Term.
18. **Amendment.** This Agreement may not be amended orally, but only by a written instrument executed by the parties hereto.
19. **Entire Agreement.** This Agreement, including exhibits, contains the entire understanding of the parties with respect to the subject matter set forth in this Agreement. In the event a conflict arises between the parties with respect to any term, condition or provision of this Agreement, the remaining terms, conditions, and provisions shall remain in full force and legal effect. No waiver of any term or condition of this Agreement by any party shall be construed by the other as a continuing waiver of such term or condition.
20. **Attorneys Fees.** In the event any litigation is filed by a party hereto to enforce the terms of this Agreement, the prevailing party herein shall be entitled to receive its reasonable attorney’s fees.
21. **Counterparts.** This Agreement may be executed in any number of counterparts, and in that event, each counterpart shall be deemed a complete original and be enforceable without reference to any other counterpart.
22. **Headings.** Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.
23. **Effective Date.** This Agreement shall be effective on the date first above written, and also shall be the date the Agreement is executed.

AGENCY:

BY: _____
Brian Cabrera
TITLE: _____
General Manager
DATE: _____

PARS:

BY: _____
Tod Hammeras
TITLE: _____
Chief Financial Officer
DATE: _____

EXHIBIT 1A

SERVICES

PARS will provide the following services for the Mosquito and Vector Management District of Santa Barbara County Public Agencies Post-Employment Benefits Trust:

1. Plan Installation Services:

- (A) Meeting with appropriate Agency personnel to discuss plan provisions, implementation timelines, actuarial valuation process, funding strategies, benefit communication strategies, data reporting, and submission requirements for contributions/reimbursements/distributions;
- (B) Providing the necessary analysis and advisory services to finalize these elements of the Plan;
- (C) Providing the documentation needed to establish the Plan to be reviewed and approved by Agency legal counsel. Resulting final Plan documentation must be approved by the Agency prior to the commencement of PARS Plan Administration Services outlined in Exhibit 1A, paragraph 2 below.

2. Plan Administration Services:

- (A) Monitoring the receipt of Plan contributions made by the Agency to the trustee of the PARS Public Agencies Post-Employment Benefits Trust (“Trustee”), based upon information received from the Agency and the Trustee;
- (B) Performing periodic accounting of Plan assets, reimbursements/distributions, and investment activity, based upon information received from the Agency and/or Trustee;
- (C) Coordinating the processing of distribution payments pursuant to authorized direction by the Agency, and the provisions of the Plan, and, to the extent possible, based upon Agency-provided Data;
- (D) Coordinating actions with the Trustee as directed by the Plan Administrator within the scope of this Agreement;
- (E) Preparing and submitting a monthly report of Plan activity to the Agency, unless directed by the Agency otherwise;
- (F) Preparing and submitting an annual report of Plan activity to the Agency;
- (G) Facilitating actuarial valuation updates and funding modifications for compliance with GASB 45/75, if prefunding OPEB obligations;
- (H) Coordinating periodic audits of the Trust;
- (I) Monitoring Plan and Trust compliance with federal and state laws.

3. PARS is not licensed to provide and does not offer tax, accounting, legal, investment or actuarial advice.

EXHIBIT 1B
FEES FOR SERVICES

PARS will be compensated for performance of Services, as described in Exhibit 1A based upon the following schedule:

An annual asset fee shall be paid from Plan assets based on the following schedule:

<u>For Plan Assets from:</u>			<u>Annual Rate:</u>
\$1	to	\$10,000,000	0.25%
\$10,000,001	to	\$15,000,000	0.20%
\$15,000,001	to	\$50,000,000	0.15%
\$50,000,001	and	above	0.10%

Annual rates are prorated and paid monthly. The annual asset fee shall be calculated by the following formula [Annual rate divided by 12 (months of the year) multiplied by the Plan asset balance at the end of the month]. Trustee and Investment Management Fees are not included.

EXHIBIT 1C
DATA REQUIREMENTS

PARS will provide the Services under this Agreement contingent upon receiving the following information:

1. Executed Legal Documents:
 - (A) Certified Resolution
 - (B) Adoption Agreement to the Public Agencies Post-Employment Benefits Trust
 - (C) Trustee Investment Forms

2. Contribution – completed Contribution Transmittal Form signed by the Plan Administrator (or authorized Designee) which contains the following information:
 - (A) Agency name
 - (B) Contribution amount
 - (C) Contribution date
 - (D) Contribution method (Check, ACH, Wire)

3. Distribution – completed Payment Reimbursement/Distribution Form signed by the Plan Administrator (or authorized Designee) which contains the following information:
 - (A) Agency name
 - (B) Payment reimbursement/distribution amount
 - (C) Applicable statement date
 - (D) Copy of applicable premium, claim, statement, warrant, and/or administrative expense evidencing payment
 - (E) Signed certification of reimbursement/distribution from the Plan Administrator (or authorized Designee)

4. Other information pertinent to the Services as reasonably requested in writing by PARS and Actuarial Provider.

General Manager's Report for December 2020

1. BC participated in the Santa Barbara County Office of Emergency Management, Emergency Manager's Committee Zoom Meeting on 12/2.
2. Four thousand five hundred and seventy-four dollars (\$4,574) were deposited in CERBT on 12/5.
3. BC attended the webinar, "Insects (and Other Arthropods) that Bite and Sting" sponsored by the San Francisco IPM Technical Advisory Committee on 12/8.
4. BC participated in an MVCAC southern region manager's meeting to discuss Districts' responses to the recent statewide shelter-in-place order.
5. BC gave a Zoom presentation to a class at Fesler Jr. High (Santa Maria), sponsored by the Santa Barbara County Education Office, Partners in Education. 12/15.
6. KS viewed an on-line lecture: "The Truth About Camel Spiders" by Dr. Paula Cushing. 12/16.
7. JS, VI, KS, DC and BC attended the Zoom presentation by Dr. Scott Cooper from UCSB "The Fauna of Vernal Pools". 12/17.
8. JS, VI, KS, DC and BC attended the webinar: "California Venomous Snake Safety" sponsored by the VCJPA. 12/17.
9. District staff had a Holiday Barbecue lunch on 12/22.
10. KS– read 10 research/trade publications and reports related to vector biology and surveillance.

Upcoming:

1. Webinar: "IPM After the Storm - Vector Considerations, Part 1", sponsored by the U.S. Environmental Protection Agency. 1/12.
2. BC presentation on *Aedes aegypti* in Santa Barbara County to the Santa Barbara City Council. 1/12
3. Martin Luther King Jr. Holiday. 1/18.
4. Webinar: "Solutions for Floodwater Mosquito Control - Western US Floodwater Summit", sponsored by Valent BioSciences. 1/19.
5. MVCAC Virtual Annual Conference, 2/1-2/3.
6. Santa Barbara County Operational Area Emergency Managers Committee Meeting. 2/3/21.