

# **DELTA VECTOR CONTROL DISTRICT**

Dr. Mustapha Debboun  
*General Manager*

Mir Bear-Johnson  
*Assistant Manager*

Sheri D. Davis  
*Administrative Assistant*

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Jesse Erandio  
*Biologist*

Crystal Grippin  
*Biologist*

Mark Nakata  
*Biologist*

**DATE: Friday, April 3, 2020**

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

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

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

**TIME: Wednesday, April 8, 2020 at 7:00 p.m.**

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

**AGENDA:**

**1. Roll Call**

**ACTION**

**2. Consent Calendar**

- a. March Minutes
- b. March Payroll- Special (Board Order #31)
- c. March Bills (Board Order #32)
- d. April Payroll (Board Orders #33 & #34)

**4. Public Forum**

Members of the public may address the Board.

**5. Staff Report**

The Manager will report on items of operational interest.

**6. COVID-19**

The Manager will report on steps the District is taking to ensure the safety of our employees and the public.

**ACTION**

**7. Resolution 20-01; Debt Management Policy 1083**

The Manager will present Resolution 20-01 Approving Debt Management Policy 1083.

**ACTION**

**8. Resolution 20-02; Lease Financing Documents**

The Manager will present Resolution 20-02 Approving Certain Lease Financing Documents Related to the Financing of Certain Capital Improvements in the District.

**ACTION**

**9. Building Project**

Approve signed contract between Delta VCD and Carvalho Construction, Inc.

**10. Quarterly Expense/ Revenue Report**

The Administrative Assistant will present information through March 31, 2020.

**11. Inspection Warrant**

The District has received the Area Wide Inspection Warrant for 2020. The Manager will describe the process for use.

**ACTION**

**12. Biologist Position**

The Board will be asked to consider promoting a current intern into one of the vacant Biologist positions.

**ACTION**

**13. Job Descriptions**

The positions of Assistant Manager and Foreman have been updated for Board review.

**ACTION**

**14. Salary Schedule**

The Board will consider the updated Salary Schedule to conform to CalPERS requirements.

**15. Closed Session Case Review/ Planning**

Section 54957.8 of Part 1 of Division 2 of Title 5 of the Government Code.

**16. Board Travel Calendar**

The Manager will discuss the meetings available for attendance in the 2020-21 fiscal year.

- CSDA            Palm Desert    August 24<sup>th</sup> – 27<sup>th</sup> , 2020
- MVCAC        Monterey      January 31<sup>st</sup> – February 3<sup>rd</sup> , 2021

**17. Adjournment**

Adjourn meeting of the Board of Trustees to reconvene on Wednesday, May 13, 2020 7:00 p.m. in the Delta Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

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