



San Gabriel Valley Mosquito and Vector Control District
Board of Trustees Meeting
August 12, 2022 – 7:00 a.m.
1145 N. Azusa Canyon Road, West Covina, CA 91790

Please note: In compliance with AB 361, Members of the SGVMVCD Board of Trustees, Staff and the Public may participate in this meeting via teleconference.

In the interest of maintaining appropriate social distancing, the Board of Trustees encourages the public to participate by using the following options to view the meeting and/or provide public comment before and during the meeting:

HOW TO OBSERVE THE MEETING:

Online: Watch the live streaming of the meeting online by navigating to:
<https://www.youtube.com/c/sgvmosquito>

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to district@sgvmosquito.org and write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Emailed public comments will be read aloud at the meeting (not to exceed three minutes at staff's cadence) and will be part of the recorded meeting minutes. All comments received before 5:00 AM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be treated as contemporaneous comments.

Contemporaneous Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments regarding an item on the agenda. Please email your comments to district@sgvmosquito.org and write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. All comments timely received will be read aloud at the meeting (not to exceed three minutes at staff's cadence).

1. Call to Order

- 1.1 Pledge of Allegiance
- 1.2 Roll Call
- 1.3 ORDER OF BUSINESS - Review and prioritization of agenda Items including, if necessary, identification of any emergency items arising after posting of the agenda and requiring action prior to next regular meeting

2. Opportunity for Public Comment on Non-Agenda Items

(Individual Public Comments may be limited to a 3-minute or less time limit) During Public Comments, the public may address the Board on any issue within the District's jurisdiction that is not on the agenda. The public may comment on any item on the agenda at the time that item is before the Board for consideration. There will be no dialog between the Board and the Commenter. Any clarifying questions from the Board must go through the Board President.

3. Consent Calendar

All matters listed under the Consent Calendar are considered by the District to be routine and will be enacted by one motion. Any member of the Board may pull an item from the Consent Calendar for additional clarification or action. (Motion, Second, and Roll Call Vote)

- 3.1 Resolution No. 2022-10 – Resolution of the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency on March 4, 2020 by California Governor Gavin Newsom and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the San Gabriel Valley Mosquito and Vector Control District for the Period Commencing August 12th and Running Until September 11th Pursuant to the Applicable Brown Act Provisions
- 3.2 List of Claims July 2022
- 3.3 Budget Status Report July 2022
- 3.4 Minutes of Board of Trustees Meeting July 2022
- 3.5 Operations Report July 2022
- 3.6 Surveillance Report July 2022
- 3.7 Communications Report July 2022
- 3.8 Monthly Treasurer Report June 2022 / District Working Balance August 2022

4. Presentation:

- 4.1 Jason Farned, Interim District Manager
 - West Nile Virus (WNV) Introduction and Update

5. Board of Trustees Potential Return to In-Person Meetings Update

(Board President, Becky Shevlin)

6. Closed Session: Public Employment Appointment

California Government Code Section 54957(b)(1)
Position: District Manager

- **Call for Public Comment**
 - **Board Action Required:** Following the closed session discussion by members for this item, the appropriate action is to report any required information and take action on any recommendation.
7. **Consider Appointment of a Permanent District Manager and Associated Employment Contract (Exhibit 7A)** (Board President, Becky Shevlin) (Approve/Deny)
- **Call for Public Comment**
 - **Board Action Required:** If the Board concurs, following discussion by members for this item, the appropriate action is to approve the appointment of Mr. Jason Farned as the permanent District Manager and authorize President Becky Shevlin to finalize and execute employment contract with Mr. Jason Farned. (Motion, Second, and Roll Call Vote)
 - **Alternate Board Action:** If after discussion by members for this item, the Board may choose to deny approval of the appointment of Mr. Jason Farned as the permanent District Manager. (Motion, Second, and Roll Call Vote)
8. **Consider Annual Review of Resolution 94-02, Fiscal Policies, Article XIII, Investments (Exhibit 8A)** (Secretary-Treasurer, Lloyd Johnson) (Approve/Deny)
- **Call for Public Comment**
 - **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve the Annual Review of Resolution 94-02, Fiscal Policies, Article XIII, Investments. (Motion, Second, and Roll Call Vote)
 - **Alternate Board Action:** If after discussion by members of this item, the Board may choose to deny the approval of the Annual Review of Resolution 94-02, Fiscal Policies, Article XIII, Investments, and direct staff on amendments to the policy language. (Motion, Second, and Roll Call Vote)
9. **Call for Nomination of Candidates for Independent Special District Voting Member of Los Angeles County Local Agency Formation Commission (LAFCO) (Exhibit 9A, 9B)** (Board President, Becky Shevlin)
10. **District Administration**
- 10.1 Covid Update
 - 10.2 District Update
11. **Committee Reports**
- 11.1 Joint Executive & Personnel and Policy Committees
12. **Trustee Reports**
13. **New Business**
14. **Adjournment**

CERTIFICATE OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California that a copy of the foregoing agenda was posted at 1145 North Azusa Canyon Road, West Covina, CA 91790 and the District's website (www.sgvmosquito.org) not less than 72 hours prior to the meeting per Government Code 54954.2.

Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public viewing and inspection at the San Gabriel Valley Mosquito & Vector Control District Office located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during regular business hours.



Cecilia Contreras, Clerk of the Board
San Gabriel Valley MVCD

NOTICE TO THE PUBLIC

This agenda shall be made available upon request in alternative formats to persons with a disability as required by the American with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (California Government Code §54954.2). Assisted listening devices are available at the meeting for individuals with hearing impairments.

If you need special assistance or accommodations to participate in this meeting, please contact the Clerk of the Board at 626-814-9466 ext.1001. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

RESOLUTION NO. 2022-10

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020 BY CALIFORNIA GOVERNOR GAVIN NEWSOM AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE PERIOD COMMENCING AUGUST 12th AND RUNNING UNTIL SEPTEMBER 11th PURSUANT TO THE APPLICABLE BROWN ACT PROVISIONS.

WHEREAS, the San Gabriel Valley Mosquito and Vector Control District (“District”) is committed to preserving and nurturing public access and participation in meetings of the District’s Board of Trustees and committees; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, pursuant to the requirements of the Ralph M. Brown Act (California Government Code Sections 54950-54963) (the “Brown Act”), so that any member of the public may attend, participate, observe and watch the District’s legislative bodies conduct business; and

WHEREAS, the Brown Act, Section 54953(e), allows for conducting and participating in meetings by members of a legislative body, without compliance with the requirements of the Brown Act Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition under the Brown Act Section 54953(e) is the declaration of a state of emergency by the Governor pursuant to California Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within California caused by the conditions outlined and described in California Government Code Section 8558; and

WHEREAS, a proclamation of a state of emergency is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-induced disasters; and

WHEREAS, it is further required that the state or local officials have imposed or recommended measures to promote social distancing, or the Board of Trustees of the District have held a meeting where it considered and determined that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, such conditions now exist in the District as Governor Newsom declared a State of Emergency on March 4, 2020 as a result of the threat of COVID-19; and

WHEREAS, the County of Los Angeles Department of Public Health Order of the Health Officer issued March 3, 2022 (the “County Order”) includes recommendations that all persons within the jurisdiction of the County of Los Angeles public health agency always practice required and recommended infection control measures when among others, especially in an indoor setting; and

WHEREAS, the District’s Board of Trustees does hereby find that the ongoing and significant risks associated with COVID-19 infection, especially in the absence of capacity

limits and physical distancing requirements for indoor activities, on those individuals with underlying health conditions that make them susceptible to severe COVID-19 illness and individuals who are not and cannot be vaccinated, that COVID-19 infection remains a significant health hazard to all residents, and desires to proclaim a local emergency and ratify the proclamation of a state of emergency by the Governor of the State of California, and further, ratify the County Order findings related to the ongoing health hazards of COVID-19; and

WHEREAS, as a consequence of the declared state of emergency and the local emergency, the Board of Trustees of the District does hereby find that the District shall continue to conduct its meetings in accordance with the provisions and requirements of the Brown Act Section 54953(e) and that the legislative bodies of the District shall comply with the requirements to provide the public with access to, and an opportunity to comment at all meetings of the District's legislative bodies in accordance with the requirements of the Brown Act Section 54953(e)(2); and

WHEREAS, the District will continue its practice of live streaming its meeting via the Zoom software platform which allows members of the public to observe and participate in the meeting via video or call-in options and will continue to offer members of the public an opportunity to make oral comments during the meeting and/or submit written comments before the meeting.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true, correct, and are incorporated in this Resolution by reference.

Section 2. Proclamation of Local Emergency. The Board of Trustees of the District does hereby proclaim that a local emergency now exists throughout the territory of the District and, as described in the County Order, recommendations from health officers include ongoing masking, and social distancing practices especially for indoor settings and particularly for individuals who, due to vaccine status or underlying health conditions, continue to be at risk for severe illness, and COVID-19 infection remains a significant health hazard to all residents of the District.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The District's Board of Trustees hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's Manager, staff and legislative bodies are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, without limitation, conducting open and public meetings in accordance with the Brown Act Section 54953(e) and all other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days after the date of this resolution, or such time that the District's Board of Directors adopts a subsequent resolution in accordance with the Brown Act Section 54953(e)(3) to extend the time during

which the legislative bodies of the District may continue to teleconference without compliance with the requirements of the Brown Act Section 54953(b)(3).

PASSED, APPROVED AND ADOPTED by the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District this 12th day of August 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Becky Shevlin
President, Board of Trustees

ATTEST:

Lloyd Johnson
Secretary-Treasurer, Board of Trustees

APPROVED AS TO FORM:

Kelly M. Alhadeff-Black
District Counsel

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**San Gabriel Valley Mosquito And Vector C
Claims List
July 7, 2022**

	Date	Product/Service	Memo/Description	Amount
AMERICAN FIDELITY ASSURANCE				
	07/07/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	59.67
	07/07/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	1,759.69
	07/07/2022	6070 Premiums, life - Cafeter	Invoice# D474196 Voluntary Insurance Premium	132.80
Total for AMERICAN FIDELITY ASSURANCE				\$ 1,952.16
AMERICAN FIDELITY FLEX ACCT				
	07/04/2022	6070 FLEX PREMIUMS	Flex Premiums	66.67
	07/04/2022	6070 FLEX PREMIUMS	Flex Premiums	108.31
	07/04/2022	6070 FLEX PREMIUMS	Flex Premiums	516.63
	07/04/2022	6070 FLEX PREMIUMS	Flex Premiums Invoice# 6055916A	229.15
Total for AMERICAN FIDELITY FLEX ACCT				\$ 920.76
ARCHIVE SOCIAL				
	07/01/2022	6037 WEBSITE AND EMAIL SERVICE	Invoice# 22343 Social Media Archiving Subscription (249/month)- Up to 12 Accounts & up to 1.5k records per month.	2,988.00
Total for ARCHIVE SOCIAL				\$ 2,988.00
CAL PERS				
	07/04/2022	6072 EMPLOYEE BENEFITES	Retired Employee	745.00
	07/04/2022	6070 Med premiums - Cafeteria	Medical premiums	2,682.81
	07/04/2022	6070 Med premiums - Cafeteria	Medical premiums	2,257.25
	07/04/2022	6070 Med premiums - Cafeteria	Medical premiums	4,184.87
	07/04/2022	6070 Med premiums - Cafeteria	Medical premiums	1,168.72
	07/04/2022	6070 Med premiums - Cafeteria	Medical premiums ID#100000016837100	513.09
	07/04/2022	6070 ADMIN FEE	Admin fee	42.39
Total for CAL PERS				\$ 11,594.13
CALIF CHAMBER OF COMMERCE				
	07/01/2022	6150 Membership Dues	Membership Dues, Membership No. SI470591 7/5/2022-7/5/2023 California Chamber of Commerce	823.00
Total for CALIF CHAMBER OF COMMERCE				\$ 823.00
CELL BUSINESS EQUIPMENT				
	07/01/2022	6073 EQUIPMENT LEASE	Copier lease coverage period 6/15/22-7/14/22 Invoice# 5020652913	1,420.20
Total for CELL BUSINESS EQUIPMENT				\$ 1,420.20
COUNTY OF LOS ANGELES				
	07/01/2022	6075 FEES & ASSESSMENTS	FY 2022-2023 Local Agency Formation Commission Charges	1,939.67
Total for COUNTY OF LOS ANGELES				\$ 1,939.67
FIDELITY SECURITY LIFE INSURANCE CO.				
	07/01/2022	6070 Vision Premiums	Vision Premiums	84.86
	07/01/2022	6070 Vision Premiums	Vision Premiums	57.67
	07/01/2022	6070 Vision Premiums	Vision Premiums Invoice# 165342318	12.30
	07/01/2022	6070 Vision Premiums	Vision Premiums	46.61
	07/01/2022	6070 Vision Premiums	Vision Premiums	274.00
Total for FIDELITY SECURITY LIFE INSURANCE CO.				\$ 475.44
GILBERT HOLGUIN				
	07/01/2022	6212 SALARIES & BENEFITS	Retro active pay, Retro check was lost paychex has voided check but not wages.	258.10
Total for GILBERT HOLGUIN				\$ 258.10
Go To Communications, Inc				
	07/01/2022	6320 Office phones	Invoice# IN7101275903 Office phones monthly Service charge-Go To Communications	1,283.99
Total for Go To Communications, Inc				\$ 1,283.99

KENN K. FUJIOKA	07/01/2022	6072 EMPLOYEE BENEFITES	Retired Employee Reimbursement of Premiums for the Month of July	316.94
Total for KENN K. FUJIOKA				\$ 316.94
LINCOLN FINANCIAL GROUP	07/01/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	522.20
	07/01/2022	6065 GROUP TERM LIFE	Group Term Life Insurance Ref# 4422704953	353.58
Total for LINCOLN FINANCIAL GROUP				\$ 875.78
MARTA TANAKA	07/01/2022	6072 EMPLOYEE BENEFITES	Retired Employee Reimbursement of Premiums for the Month of July	865.08
Total for MARTA TANAKA				\$ 865.08
MARY ANGELA BRISCO	07/01/2022	6072 EMPLOYEE BENEFITES	Retired Employee Reimbursement of Premiums for the Month of July	526.84
Total for MARY ANGELA BRISCO				\$ 526.84
MIKE NIFFENEGGER	07/01/2022	6072 EMPLOYEE BENEFITES	Retired Employee Reimbursement of Premiums for the Month of July	618.23
Total for MIKE NIFFENEGGER				\$ 618.23
MVCAC	07/01/2022	6150 MEMBERSHIPS	Invoice# 7363243 MVCAC 2022-2023 Corporate Membership	11,000.00
Total for MVCAC				\$ 11,000.00
NATIONWIDE RETIREMENT	07/07/2022	6066 457 CONTRIBUTION	Employee Contributions for DM Payroll of 7/7/22	106.28
Total for NATIONWIDE RETIREMENT				\$ 106.28
PASADENA NOW	07/01/2022	6003 ADVERTISING	Invoice# PASADE-0009 Advertising and Promotion Program, July-Oct 2022 M rectangle banner ads in multiple sections plus one feature stort per month	1,700.00
Total for PASADENA NOW				\$ 1,700.00
PERS	07/07/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	3,216.10
	07/07/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	645.64
	07/07/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	965.73
	07/07/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	418.56
	07/07/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	178.03
	07/07/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	383.88
	07/07/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	939.42
	07/07/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	286.71
	07/07/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	1,768.91
Total for PERS				\$ 8,802.98
PRINCIPAL DENTAL	07/07/2022	6070 Dental premiums - Cafeter	Dental Premiums	45.46
	07/07/2022	6070 Dental premiums - Cafeter	Dental Premiums	324.48
	07/07/2022	6070 Dental premiums - Cafeter	Dental Premiums	1,557.61
	07/07/2022	6070 Dental premiums - Cafeter	Dental Premiums	271.84
	07/07/2022	6070 Dental premiums - Cafeter	Dental Premiums	320.43
Total for PRINCIPAL DENTAL				\$ 2,519.82
RAMONA DEACON	07/01/2022	6072 EMPLOYEE BENEFITES	Retired Employee Reimbursement of Premiums for the Month of July	232.94
Total for RAMONA DEACON				\$ 232.94
SHRM	07/01/2022	6150 Membership Dues	Membership Dues, Membership statement S01758873 8/1/22 to 7/31/23	229.00
Total for SHRM				\$ 229.00
SSD SYSTEMS INC/MC NEILL SECURITY SYSTEMS	07/01/2022	6040 Monit & Maint	Monitoring & Maintenance Bulgar Alarm & Fire Alarm services Invoice# R-00376783	1,837.38

Total for SSD SYSTEMS INC/MC NEILL SECURITY SYSTEMS			\$ 1,837.38	
STREAMLINE				
	07/01/2022	6037 WEBSITE AND EMAIL SERVICE	Invoice# OEAF3F59-0020 Streamline Web Services	200.00
Total for STREAMLINE			\$ 200.00	
TEXAS LIFE INSURANCE COMPANY				
	07/01/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	42.25
	07/01/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# SM09BT20220613001	139.60
Total for TEXAS LIFE INSURANCE COMPANY			\$ 181.85	
UNITED PET CARE				
	07/01/2022	6070 Med premiums - Cafeteria	Medical premiums Invoice# 30012477	12.50
Total for UNITED PET CARE			\$ 12.50	
VECTOR CONTROL JPA				
	07/01/2022	6110 WORKERS COMP	Workers' Comp Program Deposit Premium	161,553.00
	07/01/2022	6120 PROPERTY INSURANCE	Property Program Deposit Premium	8,694.00
	07/01/2022	6085 VCJPA GENERAL	General Found Contribution	4,230.00
	07/01/2022	6111 OTHER INSURANCE	ACIP Crime Program (Group Fidelity)	980.00
	07/01/2022	6090 Automobile	Pooled Auto Physical Damage Deposit Premium	2,607.00
	07/01/2022	6111 OTHER INSURANCE	Invoice# VCJPA-149 Alliant Deadly Weapons Response Program (Previously know as Active Shooter)	391.00
	07/01/2022	6100 LIABILITY	Liability Program Deposit Premium	126,981.00
Total for VECTOR CONTROL JPA			\$ 305,436.00	
TOTAL			\$ 342,751.72	

Accounts Payable for July 7, 2022

Thursday, Aug 04, 2022 12:27:48 PM GMT-7 - Accrual Basis

**San Gabriel Valley Mosquito And Vector C
Purchases by Vendor Detail
July 21, 2022**

	Date	Product/Service	Memo/Description	Amount
ATHENS SERVICES				
	07/22/2022	6040 Refuse Disposal	Refuse Disposal Invoice# 12582425 Waste Collection Monthly service	282.01
Total for ATHENS SERVICES				\$ 282.01
AZUSA LIGHT & WATER				
	07/22/2022	6343 Meter # 89661864	Account# 303-0190.300 Service Period 5/31/22 to 7/4/22	106.73
	07/22/2022	6343 Meter # 45169724	Account # 303-0191.300 6/1/22 to 7/5/22	48.21
Total for AZUSA LIGHT & WATER				\$ 154.94
BECKY A. SHEVLIN				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for BECKY A. SHEVLIN				\$ 100.00
CAL PERS				
	07/22/2022	6070 ADMIN FEE	Admin fee	55.95
	07/22/2022	6072 EMPLOYEE BENEFITES	Retired Employee	745.00
	07/22/2022	6070 Med premiums - Cafeteria	Medical premiums	2,682.81
	07/22/2022	6070 Med premiums - Cafeteria	Medical premiums	2,257.25
	07/22/2022	6070 Med premiums - Cafeteria	Medical premiums	4,184.87
	07/22/2022	6070 Med premiums - Cafeteria	Medical premiums ID# 100000016871978	513.09
	07/22/2022	6070 Med premiums - Cafeteria	Medical premiums	1,168.72
Total for CAL PERS				\$ 11,607.69
CALPERS CERBT				
	07/22/2022	6202 UNFUNDED LIABILITY CLASSIC	Annual Unfunded liability for FFY 22-23 Classic Invoice# 100000016852609 Paid in full	161,193.00
Total for CALPERS CERBT				\$ 161,193.00
CATHERINE MARCUCCI				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for CATHERINE MARCUCCI				\$ 100.00
CHARLIE KLINAKIS				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for CHARLIE KLINAKIS				\$ 100.00
COREY CALAYCAY				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for COREY CALAYCAY				\$ 100.00
CYNTHIA STERNQUIST				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for CYNTHIA STERNQUIST				\$ 100.00
DENISE MENCHACA				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for DENISE MENCHACA				\$ 100.00
DR. ALLEN L. WU				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for DR. ALLEN L. WU				\$ 100.00
EMMANUEL ESTRADA				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for EMMANUEL ESTRADA				\$ 100.00
ENVIRONMENT CONTROL				
	07/22/2022	6040 Building Maintenance	Monthly Janitorial Services for July Invoice# 12893-411	1,455.00

Total for ENVIRONMENT CONTROL				<u>\$ 1,455.00</u>
HAROLD J. BISSNER III				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for HAROLD J. BISSNER III				<u>\$ 100.00</u>
JACKIE DOORNIK				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for JACKIE DOORNIK				<u>\$ 100.00</u>
JOHN CAPOCCIA				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for JOHN CAPOCCIA				<u>\$ 100.00</u>
JOSEPH LEON				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for JOSEPH LEON				<u>\$ 100.00</u>
LIEBERT CASSIDY WHITMORE				
	07/22/2022	6150 MEMBERSHIPS	Invoice# 220888 ECR Membership w/ Premium Liebert Library Subscription 7/1/2022 to 6/30/23	4,830.00
Total for LIEBERT CASSIDY WHITMORE				<u>\$ 4,830.00</u>
LINCOLN FINANCIAL GROUP				
	07/22/2022	6065 GROUP TERM LIFE	Group Term Life Insurance Ref# 4435123654	364.10
	07/22/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	522.20
Total for LINCOLN FINANCIAL GROUP				<u>\$ 886.30</u>
LLOYD JOHNSON				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	149.50
Total for LLOYD JOHNSON				<u>\$ 149.50</u>
MANUEL R. GARCIA				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for MANUEL R. GARCIA				<u>\$ 100.00</u>
MARGARET E. FINLAY				
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for MARGARET E. FINLAY				<u>\$ 100.00</u>
NATIONWIDE RETIREMENT				
	07/22/2022	6066 457 CONTRIBUTION	Employee Contributions for DM Payroll of 7/21/22	106.28
Total for NATIONWIDE RETIREMENT				<u>\$ 106.28</u>
NIGRO & NIGRO PC				
	07/22/2022	6187 AUDITOR	Invoice# 16699 For professional services rendered in connection with: Audit of the District's financial statements and preparation of the State Controller's Report Interim Audit Work-2022	7,000.00
Total for NIGRO & NIGRO PC				<u>\$ 7,000.00</u>
PERS				
	07/22/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	291.02
	07/22/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	953.51
	07/22/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	1,795.43
	07/22/2022	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	389.64
	07/22/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	182.49
	07/22/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	3,074.06
	07/22/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	655.21
	07/22/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	980.21
	07/22/2022	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	424.76
Total for PERS				<u>\$ 8,746.33</u>
PRINCIPAL DENTAL				
	07/22/2022	6070 Dental premiums - Cafeter	Dental Premiums	45.46
	07/22/2022	6070 Dental premiums - Cafeter	Dental Premiums	320.43
	07/22/2022	6070 Dental premiums - Cafeter	Dental Premiums	180.92
	07/22/2022	6070 Dental premiums - Cafeter	Dental Premiums	1,287.61

	07/22/2022	6070 Dental premiums - Cafeter	Dental Premiums	324.48
Total for PRINCIPAL DENTAL QUADIENT /NEOPOST				\$ 2,158.90
	07/22/2022	6185 LEASE NO	Lease No N18012821 Coverage period 16-Aug-22 To 15-Nov-22 Invoice# N9500496	272.25
Total for QUADIENT /NEOPOST RICHARD BARAKAT				\$ 272.25
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for RICHARD BARAKAT ROBERT GONZALES				\$ 100.00
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for ROBERT GONZALES ROBERT S. JOE				\$ 100.00
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for ROBERT S. JOE SANDRA ARMENTA				\$ 100.00
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for SANDRA ARMENTA SHO TAY				\$ 100.00
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for SHO TAY SOCALGAS				\$ 100.00
	07/22/2022	6341 Utilities	Gas Service Acc # 059 618 2100 5	33.87
	07/22/2022	6341 Utilities	Gas Service Acc # 057 518 2100 9	180.27
Total for SOCALGAS SOUTHERN CALIFORNIA EDISON				\$ 214.14
	07/22/2022	6340 UTILITIES - ELECTRIC	Electricity usage Southern California Edison Account# 700251011287	3,811.14
Total for SOUTHERN CALIFORNIA EDISON SSD SYSTEMS INC/MC NEILL SECURITY SYSTEMS				\$ 3,811.14
	07/22/2022	6040 Building Maintenance	Invoice# S-01079962 Panel has a low/missing battery. Battery was low/dead. Battery was replaced in main panel.	54.55
Total for SSD SYSTEMS INC/MC NEILL SECURITY SYSTEMS STEPHEN SHAM				\$ 54.55
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for STEPHEN SHAM SYNTECH GROUP INC.				\$ 100.00
	07/22/2022	6046 PROFESSIONAL SERVICES - IT	ProCare support Cloud Per User - Standard [7/1/2022 - 7/31/2022] ProCare Cloud Support + SGVM	1,200.00
	07/22/2022	6046 PROFESSIONAL SERVICES - IT	Monthly It services ProCare Base [7/1/2022-7/31/2022] ProCare Cloud Support + SGVM Invoice# SVC-A21893	900.00
	07/22/2022	6046 PROFESSIONAL SERVICES - IT	ProCare support Cloud Per User - Premium [7/1/2022 - 7/31/2022] ProCare Cloud Support + SGVM	1,950.00
Total for SYNTECH GROUP INC. TEXAS LIFE INSURANCE COMPANY				\$ 4,050.00
	07/22/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	42.25
	07/22/2022	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# SM09BT20220714001	139.60
Total for TEXAS LIFE INSURANCE COMPANY TIM SANDOVAL				\$ 181.85
	07/22/2022	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on July 8, 2022	100.00
Total for TIM SANDOVAL TIRE ZONE				\$ 100.00
	07/22/2022	6260 SUPPLIES, MECHANICAL	Invoice# 68057 Mount and Balance tires Qty 8	160.00
Total for TIRE ZONE TPx COMMUNICATIONS				\$ 160.00
	07/22/2022	6315 Monthly Internet Charges	Invoice# 159038129-0 Monthly Internet Charges	2,039.10
Total for TPx COMMUNICATIONS				\$ 2,039.10

VERIZON WIRELESS

07/22/2022	6312 Monthly District Field Ph	Monthly District Field Phones Account # 272560553-00002 Invoice#9910778429	513.63
07/22/2022	6312 Monthly District Field Ph	Monthly District Field Phones Account # 272560553-00001 Invoice# 9910778430	343.18
07/22/2022	6312 Monthly District Field Ph	Monthly District Field Phones Account # 772560380-00001 Invoice# 9910892988	1,485.00
07/22/2022	6312 Monthly District Field Ph	Monthly District Field Phones Account # 272560553-00001 Invoice# 9910778428	2,268.49

Total for VERIZON WIRELESS

TOTAL

\$ 4,610.30

Accounts Payable for July 21, 2022 **\$ 199,682.18**

Total Accounts Payable for July 2022 **\$ 542,433.90**

Total Payroll for July 2022 **\$ 236,130.56**

see attached

Total Claims for July 2022 **\$ 778,564.46**

**San Gabriel Valley MVCD
Payroll for July 2022**

Department	July 7, 2022	July 21, 2022	J. Herrera July 28, 2022	TOTAL
EXECUTIVE	2,637.60	2,744.34	-	5,381.94
ADMINISTRATION	11,025.52	13,211.55	-	24,237.07
OPERATIONS	59,339.14	56,382.80	-	115,721.94
SURVEILLANCE	10,063.73	8,821.20	-	18,884.93
COMMUNICATIONS	16,466.29	16,857.34	-	33,323.63
SEASONAL WORKERS	<u>12,456.85</u>	<u>11,835.03</u>	<u>1,279.44</u>	<u>25,571.32</u>
Gross Payroll	111,989.13	109,852.26	1,279.44	223,120.83
Employer Taxes	2,169.47	2,133.95	97.88	4,401.30
Car Allowance	500.00	-	-	500.00
Employee Benefit-Med	<u>4,209.14</u>	<u>3,899.29</u>	<u>-</u>	<u>8,108.43</u>
TOTAL PAYROLL	118,867.74	115,885.50	1,377.32	236,130.56

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 8% of Year Completed
July 31, 2022

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	37,896.14	37,896.14	784,718.00	746,821.86	4.83	
Salaries - Non Exempt	127,323.95	127,323.95	2,137,471.00	2,010,147.05	5.96	
Salaries - Overtime	391.27	391.27	20,500.00	20,108.73	1.91	
Salaries - Vacation	11,783.09	11,783.09	119,397.00	107,613.91	9.87	
Salaries-Holiday	9,135.54	9,135.54	135,438.00	126,302.46	6.75	
Salaries, Sick Pay	12,359.35	12,359.35	103,581.00	91,221.65	11.93	Covid SPSP
Salaries, Part-time - XH	24,489.59	24,489.59	245,828.00	221,338.41	9.96	
Management Car Allowance	500.00	500.00	6,000.00	5,500.00	8.33	
Cafeteria Benefit	39,267.93	39,267.93	481,800.00	442,532.07	8.15	
Hlth Benefits, Ret Emps	4,050.03	4,050.03	43,500.00	39,449.97	9.31	
Employer, 457 Contribution	212.56	212.56	3,541.00	3,328.44	6.00	
Medicare	3,317.81	3,317.81	52,091.00	48,773.19	6.37	
Retirement - Classic	6,808.52	6,808.52	213,723.00	206,914.48	3.19	
Retirement - Pepra	10,740.79	10,740.79	65,619.00	54,878.21	16.37	
Retirement - Classic-Unfunded Liability	161,193.00	161,193.00	304,508.00	143,315.00	52.94	Pd UL in full
Retirement - Pepra-Unfunded Liability	0.00	0.00	155,050.00	155,050.00	0.00	
Social Security	935.86	935.86	9,875.00	8,939.14	9.48	
Group Term Life Ins	717.68	717.68	5,200.00	4,482.32	13.80	July & Aug premiums
Tuition Reimbursement	0.00	0.00	4,000.00	4,000.00	0.00	
Insurance, unemployment	147.63	147.63	26,000.00	25,852.37	0.57	
Post Retirement Benefits	0.00	0.00	42,901.00	42,901.00	0.00	
TOTAL PERSONNEL EXPENSES	451,270.74	451,270.74	4,960,741.00	4,509,470.26	9.10	
OPERATING EXPENSES						
Event Participation Fees	0.00	0.00	3,000.00	3,000.00	0.00	
Arbovirus Testing Supplies	0.00	0.00	20,000.00	20,000.00	0.00	
Branded Clothing	0.00	0.00	9,800.00	9,800.00	0.00	
Boots	0.00	0.00	5,500.00	5,500.00	0.00	
Misc. Rentals	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Development	0.00	0.00	2,000.00	2,000.00	0.00	
Awards	0.00	0.00	1,800.00	1,800.00	0.00	
Advertising	1,700.00	1,700.00	25,000.00	23,300.00	6.80	

SGVMVCD
 Comparative YTD Actual to Full Year Budget
 Current Period 8% of Year Completed
 July 31, 2022

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Bank Charges	1,345.60	1,345.60	19,000.00	17,654.40	7.08	
Board expenses	2,249.50	2,249.50	32,000.00	29,750.50	7.03	
Computer Hardware	0.00	0.00	24,000.00	24,000.00	0.00	
Computer Software	0.00	0.00	46,000.00	46,000.00	0.00	
Website/Email Service	3,188.00	3,188.00	7,000.00	3,812.00	45.54	Annual fee for Archive service
Facility maintenance	3,628.94	3,628.94	45,000.00	41,371.06	8.06	
Maintenance, equipment	0.00	0.00	3,000.00	3,000.00	0.00	
Maintenance, grounds	0.00	0.00	2,000.00	2,000.00	0.00	
Lease Equipment	1,420.20	1,420.20	21,000.00	19,579.80	6.76	
Fees & Assessments	1,939.67	1,939.67	4,300.00	2,360.33	45.11	LAFCO fees
Hiring expenses	0.00	0.00	13,000.00	13,000.00	0.00	
VCJPA General Fund	4,230.00	4,230.00	4,106.00	(124.00)	103.02	One time fee
Insurance, liability	126,981.00	126,981.00	126,327.00	(654.00)	100.52	One time fee
Workers Comp Insurance	161,553.00	161,553.00	162,354.00	801.00	99.51	One time fee
Automobile Insurance	2,607.00	2,607.00	2,607.00	0.00	100.00	One time fee
Other Insurance	1,371.00	1,371.00	5,500.00	4,129.00	24.93	
Insurance, property	8,694.00	8,694.00	9,935.00	1,241.00	87.51	One time fee
Legal	0.00	0.00	50,000.00	50,000.00	0.00	
Memberships	16,882.00	16,882.00	35,500.00	18,618.00	47.55	HR, LCW & MVCAC member fees
Miscellaneous expenses	0.00	0.00	3,000.00	3,000.00	0.00	
Postage	272.25	272.25	8,300.00	8,027.75	3.28	
Accounting Services, Auditor	7,000.00	7,000.00	20,000.00	13,000.00	35.00	Progress payment
Professional Services , Other	0.00	0.00	5,000.00	5,000.00	0.00	
Professional Services-IT	4,050.00	4,050.00	50,000.00	45,950.00	8.10	
Printing & Reproduction	0.00	0.00	14,000.00	14,000.00	0.00	
Reference	0.00	0.00	800.00	800.00	0.00	
Seminars and meetings	0.00	0.00	49,106.00	49,106.00	0.00	
Supplies, Surveillance	0.00	0.00	15,000.00	15,000.00	0.00	
Supplies, Vehicle Maintenance	160.00	160.00	50,000.00	49,840.00	0.32	
Supplies, Gasoline	0.00	0.00	70,000.00	70,000.00	0.00	
Supplies, Office	0.00	0.00	11,700.00	11,700.00	0.00	
Supplies, Mosquito Fish	0.00	0.00	2,500.00	2,500.00	0.00	
Supplies, Operations	0.00	0.00	10,000.00	10,000.00	0.00	
Supplies, Pesticides	0.00	0.00	93,627.00	93,627.00	0.00	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 8% of Year Completed
July 31, 2022

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Supplies, Communications	0.00	0.00	8,000.00	8,000.00	0.00	
Supplies, Education Program	0.00	0.00	12,000.00	12,000.00	0.00	
Supplies, Safety	0.00	0.00	10,000.00	10,000.00	0.00	
Supplies, Media Production	0.00	0.00	800.00	800.00	0.00	
Benefit Assesment Admin Cost	0.00	0.00	118,000.00	118,000.00	0.00	
Communications, field	4,610.30	4,610.30	50,000.00	45,389.70	9.22	
Telephone, Internet	2,039.10	2,039.10	14,000.00	11,960.90	14.57	add'l lines
Telephone , Office	1,283.99	1,283.99	15,000.00	13,716.01	8.56	
Training , CEU's	0.00	0.00	4,400.00	4,400.00	0.00	
Uniforms and clothing	0.00	0.00	12,000.00	12,000.00	0.00	
Utilities, Electric	3,811.14	3,811.14	34,000.00	30,188.86	11.21	Increasing rates
Utilities, Natural Gas	214.14	214.14	4,000.00	3,785.86	5.35	
Utilities, Water	154.94	154.94	2,500.00	2,345.06	6.20	
Surveillance, Aerial	0.00	0.00	25,500.00	25,500.00	0.00	
TOTAL OPERATING EXPENSES	361,385.77	361,385.77	1,394,962.00	1,033,576.23	25.91	
TOTAL EXPENSES	812,656.51	812,656.51	6,355,703.00	5,543,046.49	12.79	
CAPITAL OUTLAY EXPENSES						
Capital Outlay	0.00	0.00	57,500.00	57,500.00	0.00	
TOTAL CAPITAL EXPENSES	0.00	0.00	57,500.00	57,500.00	0.00	
RESERVES						
Reserve, Public Health Em	0.00	0.00	1,326,200.00	1,326,200.00	0.00	
Reserve, Capital Projects	0.00	0.00	880,000.00	880,000.00	0.00	
Reserve, Pension Liability	0.00	0.00	200,258.00	200,258.00	0.00	
Reserve, Building/Facilities	0.00	0.00	149,000.00	149,000.00	0.00	
Reserve, Vehicle Replacement	0.00	0.00	103,060.00	103,060.00	0.00	
	0.00	0.00				
TOTAL RESERVES	0.00	0.00	2,658,518.00	2,658,518.00	0.00	

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**MINUTES of the San Gabriel Valley Mosquito and Vector Control District
Board of Trustees Meeting
1145 N. Azusa Canyon Road, West Covina, CA 91790
July 8, 2022**

TRUSTEES PRESENT

Stephen Sham (Alhambra)
Sho Tay (Arcadia)
Robert Gonzales (Azusa)
Emmanuel Estrada (Baldwin Park)
Richard Barakat (Bradbury)
Corey Calaycay (Claremont)
Margaret Finlay (Duarte)
Jackie Doornik (Glendora)
Catherine Marcucci (Industry)
Manuel Garcia (Irwindale)
Charlie Klinakis (La Puente)
Jamie Bissner (Los Angeles County)
Becky Shevlin (Monrovia)
Joseph Leon (Monterey Park)
Tim Sandoval (Pomona)
Sandra Armenta (Rosemead)
Denise Menchaca (San Gabriel)
John Capoccia (Sierra Madre)
Robert Joe (South Pasadena)
Cynthia Sternquist (Temple City)
Allen Wu (Walnut)
Lloyd Johnson (West Covina)

TRUSTEES ABSENT

Henry Morgan (Covina)
Jerry Velasco (El Monte)
Elyse Rasmussen (La Verne)
Rachel Janbek (Pasadena)
Emmett Badar (San Dimas)

STAFF PRESENT

Jason Farned
Rose Alba
Levy Sun
Evelyn Gutierrez
Cecilia Contreras

GUESTS PRESENT

District Counsel, Kelly Alhadeff-Black

1. Call to Order

Board President Becky Shevlin called the meeting to order at 7:00 a.m. Trustee Jerry Velasco led the Pledge of Allegiance. Clerk of the Board Cecilia Contreras took attendance roll call.

2. Opportunity for Public Comment on Non-Agenda Items

None

3. Consent Calendar

Motion by Trustee Capoccia, seconded by Trustee Velasco, and carried by the following vote to approve Items 3.1- 3.8 of the Consent Calendar.

AYES: Sham, Tay, Gonzales, Estrada, Barakat, Calaycay, Finlay, Doornik, Marcucci, Garcia, Klinakis, Bissner, Shevlin, Sandoval, Armenta, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Morgan, Velasco, Rasmussen, Janbek, Badar

4. Presentation: Repelling Myths About Repellents

Levy Sun, Director of Communications provided a presentation regarding various mosquito repellent options available on the market including details on the different repellents, facts on CDC-recommended and EPA-registered ingredients for repellents and tips on how to be a public health ambassador.

5. Board of Trustees Potential Return to In-Person Meetings Update

President Shevlin indicated there had not been a change in current legislation allowing for teleconferencing therefore Board meetings would continue virtually and topic would be revisited next month to verify if any updates were available.

6. Closed Session: Public Employment Appointment

California Government Code Section 54957(b)(1)

Position: District Manager

Members of the Executive and Personnel and Policy Committees, District Counsel, and Director of Administrative Services entered closed session to discuss the public employment appointment position of District Manager. At the conclusion of the closed session, President Shevlin requested District Counsel report out any required public disclosure action. District Counsel Black indicated that there was no reportable action.

7. Consideration of Appointment of a Permanent District Manager

President Shevlin indicated that this item would be brought back for Board consideration due to no reportable action during the preceding closed session.

8. Consider Annual Review of Resolution 94-02, Fiscal Policies, Article XIII, Investment

President Shevlin requested that this item be deferred until next month's Board meeting.

9. District Administration**9.1 Covid Update**

Interim District Manager Farned provided an update on COVID-19 protocols and stated there had been no impact on District services in relation to the virus.

9.2 District Update

Interim District Manager Farned provided an update on West Nile Virus stating positive cases in mosquito populations were on the rise in multiple cities within the District which is typical during this time of the year. As a standard response, the District notified affected Trustees and cities in addition to enhancing education and conducting extra control measures in those areas. Interim District Manager Farned also indicated the recruitment for the position of Director of Scientific Programs would be reopened. Lastly, he thanked Trustee Gonzales for his assistance during the District office power outage and Trustee Finlay for her assistance in promoting the distribution of the District's new Bite Prevention Kits.

10. Committee Reports**10.1 Finance and Audit Committee**

No additional committee agenda items to report.

10.2 Joint Executive & Personnel and Policy Committee

No additional committee agenda items to report.

11. Trustee Reports

Trustee Doornik thanked Interim District Manager Farned for providing mosquito information for the Santa Fe Dam location.

12. New Business

None

13. Adjournment

The meeting was adjourned at 8:21 a.m.

Operations Department
Disease Weeks 26 – 30 | June 26 – July 30

Zone Specialists:

Zone	Specialist	Cities
1	Dane Miletich	Alhambra, Monterey Park, San Gabriel, South Pasadena
2	Jon Halili	Altadena, Pasadena
3	Darrin Jones	Arcadia, Sierra Madre, Temple City
4	Hendricks Pena	Baldwin Park, El Monte, Rosemead
5	Marc Mitchell	Azusa, Bradbury, Duarte, Irwindale, Monrovia
6	Ignacio Urena	Industry, La Puente, West Covina
7	Fred Ibarra	Covina, Glendora, San Dimas
8	Steven Gallegos	Claremont, La Verne, Pomona, Walnut

Chemical Usage:**June 2022**

Larvicides/Pupicides			
Method of Action	Target	Amount	Area Treated
Larvicide Oils (Surface Film)			
Suffocation	Mosquitoes	3.57 gal.	33129 sq.ft.
Insect Growth Regulators (IGR's)			
Inhibits metamorphosis	Mosquitoes	29.58 lbs.	34805 sq.ft.
Bacterials			
Ingestion, toxicant	Mosquitoes	1.94 gal.	993164 sq.ft.
Ingestion, toxicant	Mosquitoes	103.19 lbs.	2084584 sq.ft.
Ingestion, toxicant	Black flies	20.31 gal.	5637 m ³
Biologicals			
Mosquito fish	Mosquitoes	361 ea.	5986 sq.ft.

July 2022

Larvicides/Pupicides					
Method of Action	Target	Amount		Area Treated	
Larvicide Oils (Surface Film)					
Suffocation	Mosquitoes	2.58	gal.	23462	sq.ft.
Insect Growth Regulators (IGR's)					
Inhibits metamorphosis	Mosquitoes	34.24	lbs.	7323	sq.ft.
Bacterials					
Ingestion, toxicant	Mosquitoes	1.78	gal.	910796	sq.ft.
Ingestion, toxicant	Mosquitoes	74.18	lbs.	1980784	sq.ft.
Ingestion, toxicant	Black flies	17.52	gal.	4863	m ³
Biologicals					
Mosquito fish	Mosquitoes	290	ea.	2639	sq.ft.

Operations Summary:

This report includes chemical usage for June and July.

The District continued investigating the unmaintained swimming pools identified by aerial surveillance. A final notice requesting remediation was sent to 540 properties and over 60% responded within the deadline. In person investigations confirmed compliance on an additional 25%. As of August 1, 77 properties are outstanding. We will notify local code enforcement and begin the process to obtain inspection warrants for properties where access is denied.

The surveillance team continues to detect West Nile virus activity in birds and mosquitoes throughout the District. The Operations department responds to each case with enhanced investigation and control measures.

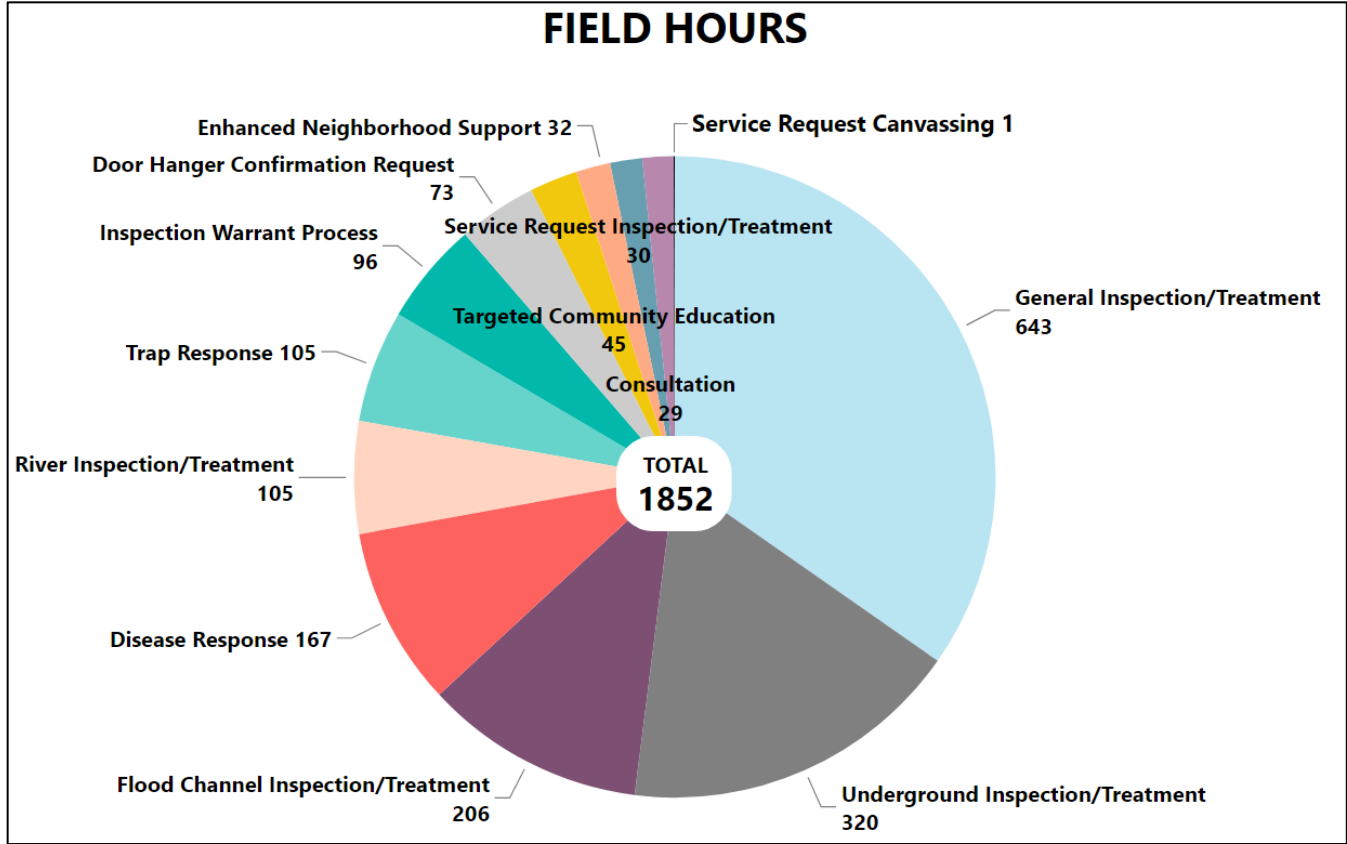
Enhanced neighborhood support has been conducted in several neighborhoods that includes door to door property inspections and delivery of educational material. The effort is twofold, to identify and eliminate residential sources of mosquito habitat and to alert residents to the potential threat of West Nile virus and teach them how to protect themselves.

Field Statistics:

2,317 ^{+ 12.91 %}
2021
SITES VISITED

146 ^{- 23.28 %}
2021
SERVICE REQUESTS

68 ^{- 16.05 %}
2021
CONSULTATIONS



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Surveillance Department Disease Weeks 26-30 | June 27 – July 30

Insect Surveillance Activities

Mosquito surveillance was conducted using gravid and BG trap types. Between 40 – 70 traps were set each week.

Average mosquitoes per trap dipped into a historic low for Week 28 with ~20.9 mosquitoes per trap. By the end of the month, collections bounced back to slightly higher than the start of the month at ~51.2 mosquitoes per trap.

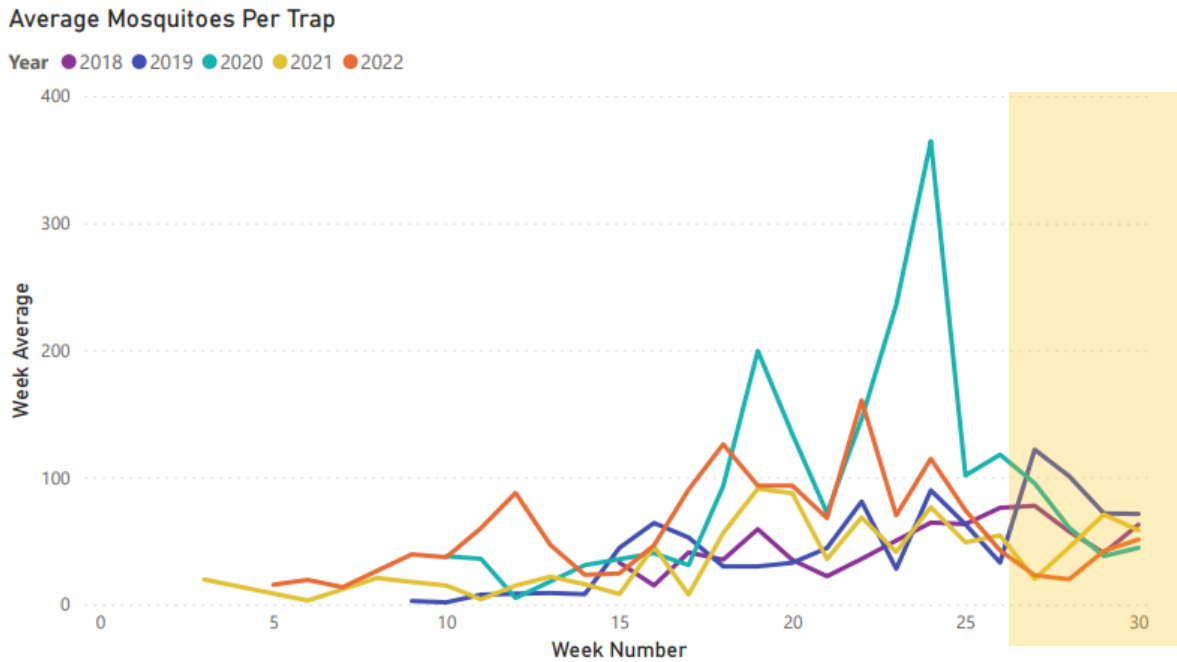


Fig. 1: Average mosquitoes per trap through Week 30 for 2018-2022.

The average number of invasive *Aedes* mosquitoes caught per trap saw a spike through Week 29 at ~3.1 *Aedes* per trap, then dipped to an average of ~0.7 *Aedes* per trap, slightly below the average from the start of the month.

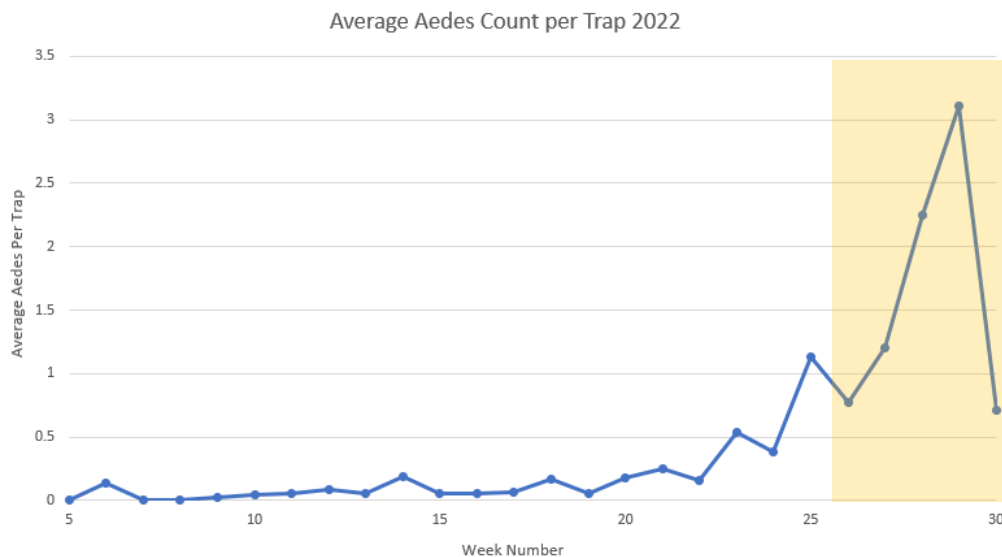


Fig. 2: Average invasive *Aedes* mosquitoes per trap through Week 30 for 2022.

San Gabriel Valley Mosquito and Vector Control District

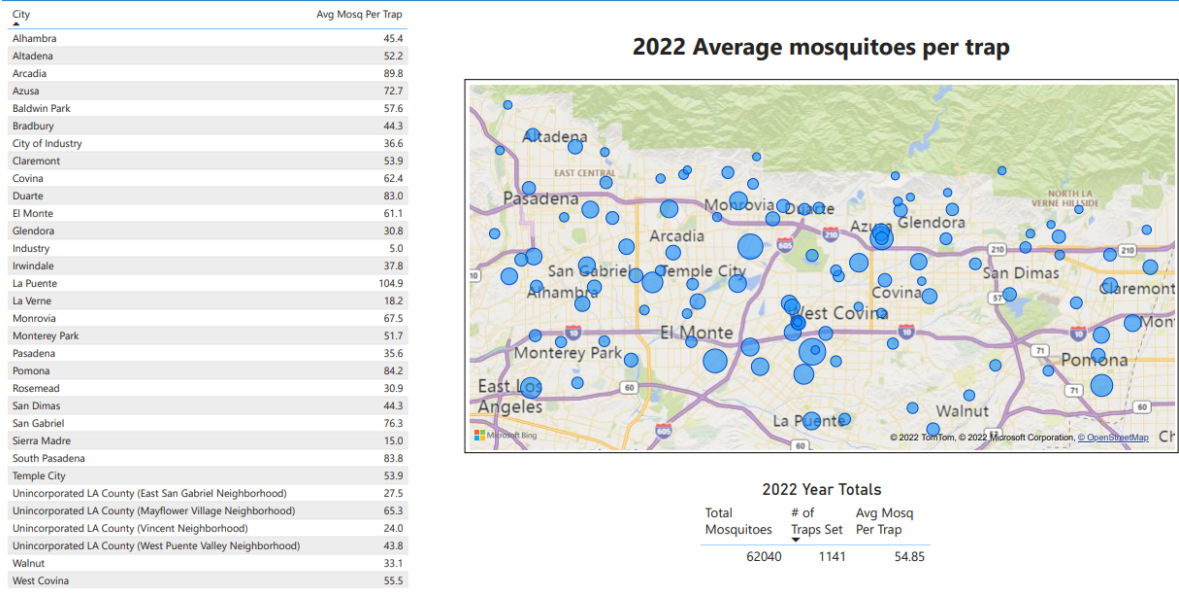


Fig. 3: Average mosquitoes per trap by sampling location and by city/community. The size of the bubbles on the map reflects the relative numbers of mosquitoes caught at each trap.

CO2 traps targeting black fly were set in weeks 26, 27, and 29.

Week 26: 7 CO2 traps (dry ice baited) were set to monitor black fly. Three of these traps collected between 2-17 black flies per trap, with an average of 9.3 black flies per trap. One trap (Hook West Flood Channel) caught 258 black flies.

Week 27: 6 CO2 traps were set. Five of these traps collected between 1-47 black flies per trap, with an average of 15.8 black flies per trap. One trap (Hook West Flood Channel) caught 98 black flies.

Week 29: 3 CO2 traps were set. Two of these traps collected between 4-7 black flies per trap, with an average of 5.5 black flies per trap (Fig. 4). One trap (Hook West Flood Channel) caught 81 black flies. The week over week reduction at the Hook West surveillance site is credited to a targeted treatment schedule.

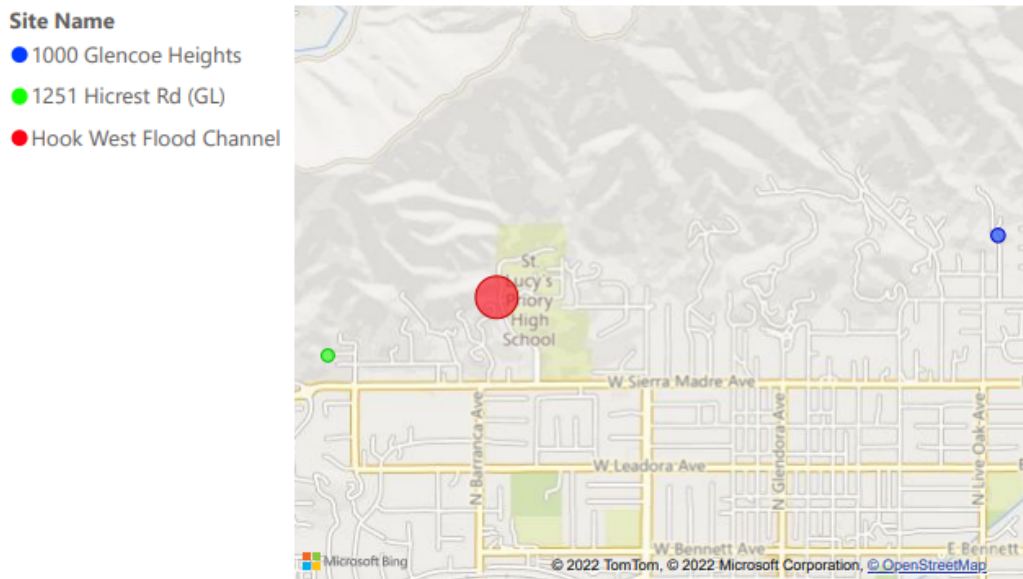


Fig. 4: Black fly trap counts in week 29. All trap locations are shown that were positive for black flies. The size of the bubbles on the map reflects the relative numbers of black fly caught in each trap.

Arbovirus Activity

Arbovirus testing of mosquito pools and dead bird samples continued throughout July. We have started testing pools of *Aedes* spp. for *Aedes*-borne arboviruses. Unless otherwise stated, all testing is done by West Valley MVCD.

Week 26: 3 out of 24 pools of *Culex quinquefasciatus* females tested positive for WNV.

Week 27: 2 out of 14 pools of *Cx quinq.* tested positive for WNV.

Week 28: 15 of 15 pools of *Cx quinq.* tested negative for WNV, WEE, and SLE. 1 of 1 pool of *Aedes aegypti* females tested negative for CHIK, DENG, and ZIKA.

Week 29: 4 out of 14 pools of *Cx quinq.* tested positive for WNV.

Week 30: 9 out of 17 pools of *Cx quinq.* tested positive for WNV. 1 of 1 dead bird sample tested positive for WNV, marking the first positive dead bird sample in our district for 2022.

Total Positive WNV samples through Week 30 for 2022 are as follows:

Mosquito Pool Samples			Dead Bird Samples		
Week	Collection Date	City/Community	Week	Collection Date	City
24	6/15/22	Pasadena	29	7/21/2022	South Pasadena
25	6/21/22	Arcadia			
25	6/21/22	El Monte			
26	6/29/22	East San Gabriel			
26	6/29/22	El Monte			
26	6/29/22	South Pasadena			
27	7/6/22	East San Gabriel			
27	7/6/22	Irwindale			
29	7/19/22	Arcadia			
29	7/19/22	East San Gabriel			
29	7/19/22	South Pasadena			
29	7/19/22	West Valinda			
30	7/26/22	Alhambra			
30	7/26/22	Alhambra			
30	7/26/22	East San Gabriel			
30	7/26/22	Monterey Park			
30	7/26/22	Monterey Park			
30	7/26/22	Pasadena			
30	7/26/22	San Gabriel			
30	7/26/22	Sierra Madre			
30	7/26/22	Temple City			

Fig. 5: Positive WNV Mosquito and Dead Bird samples by City/Community through Week 30 for 2022

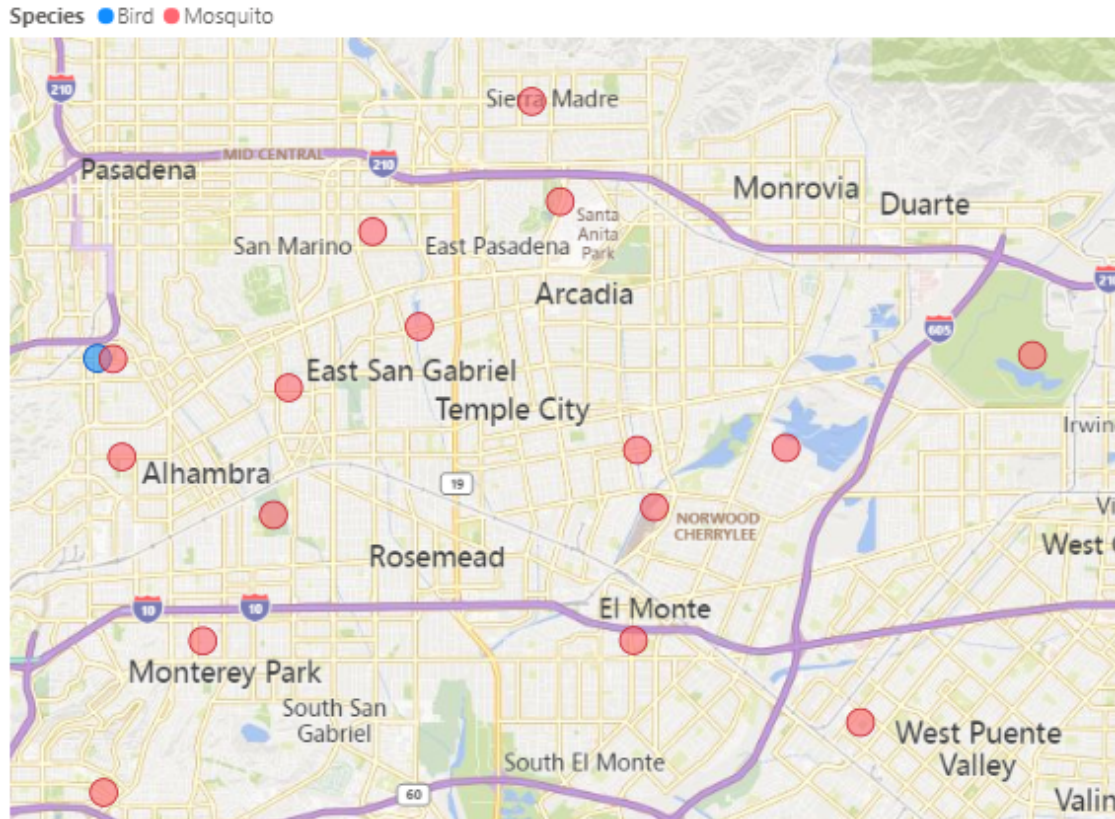
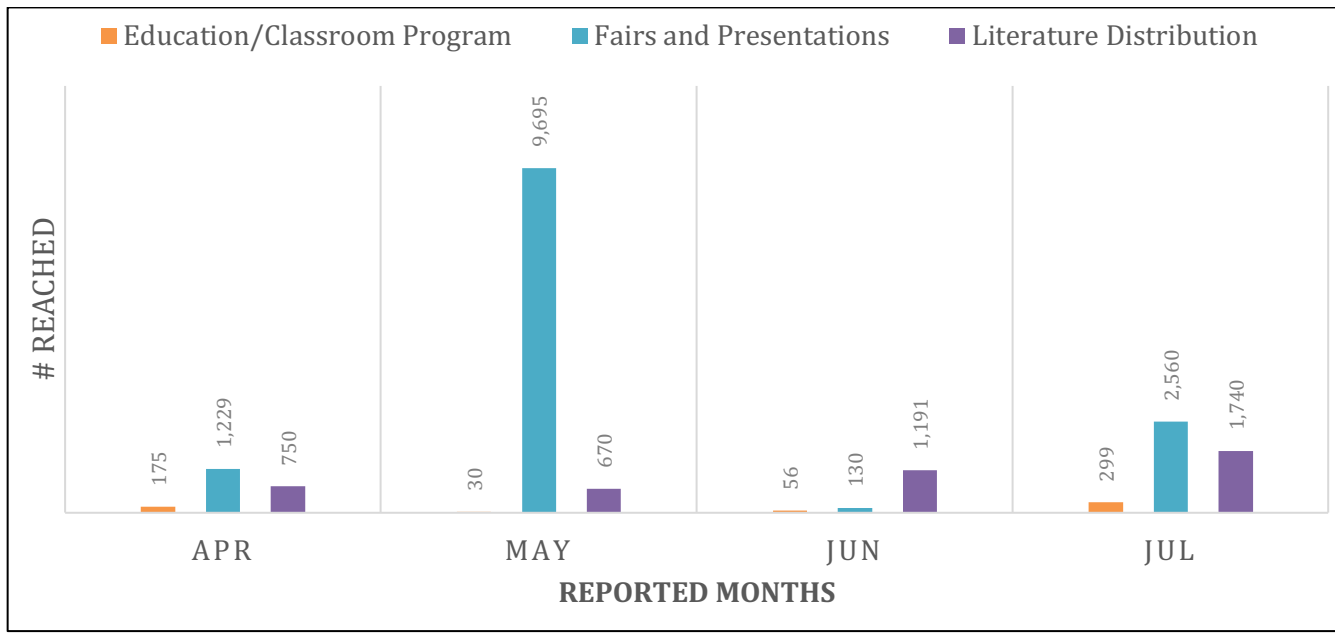


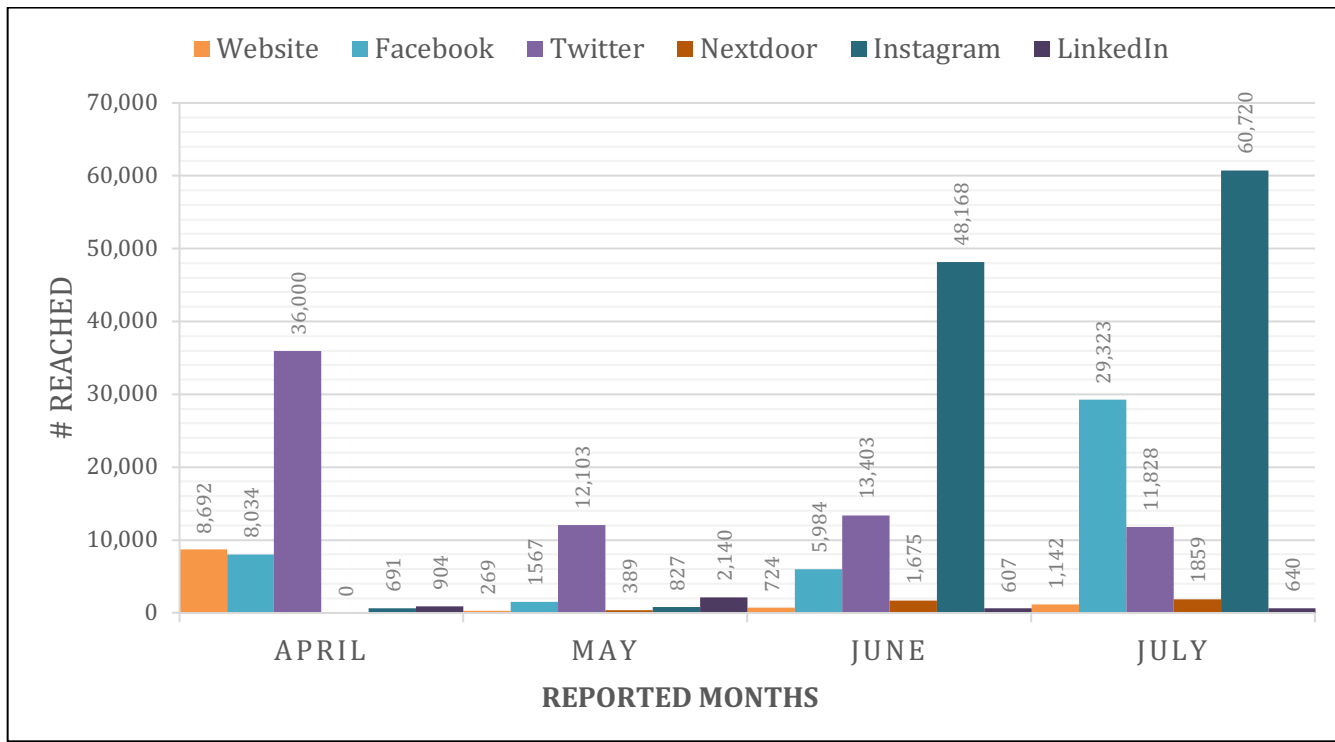
Fig. 6: Map of Positive WNV Mosquito and Dead Bird locations through Week 30 for 2022

Communications Department
Disease Weeks 26-30 | June 26 – July 30

Outreach Activities:



Digital Activities:



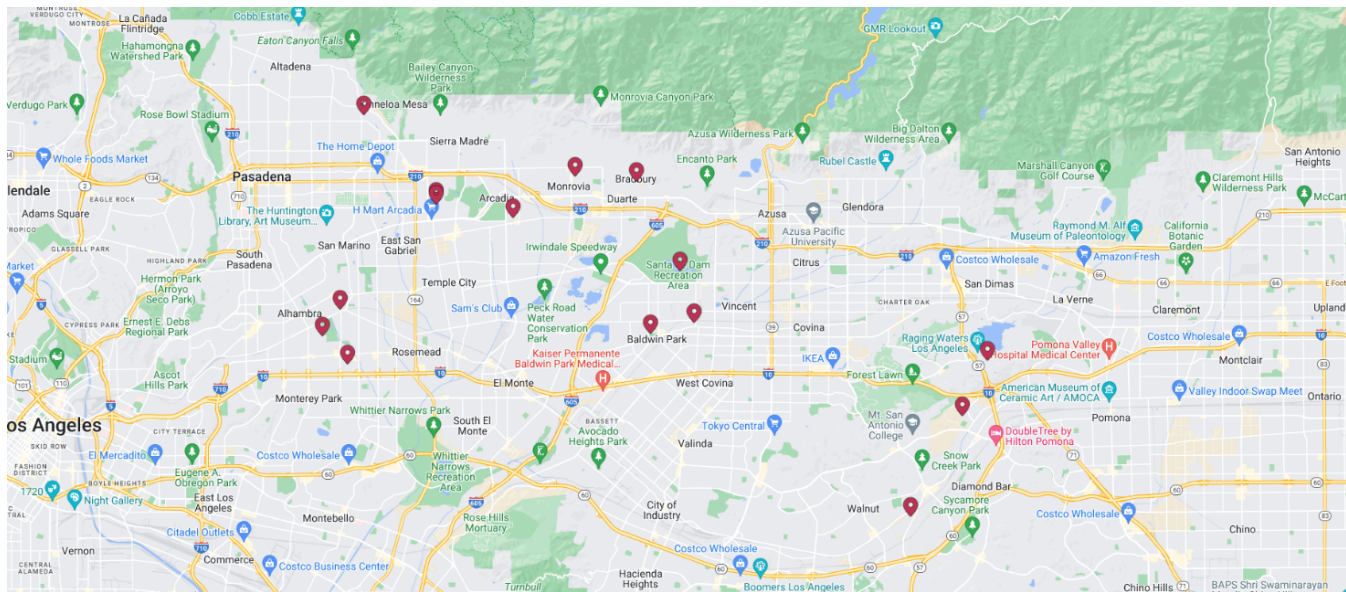
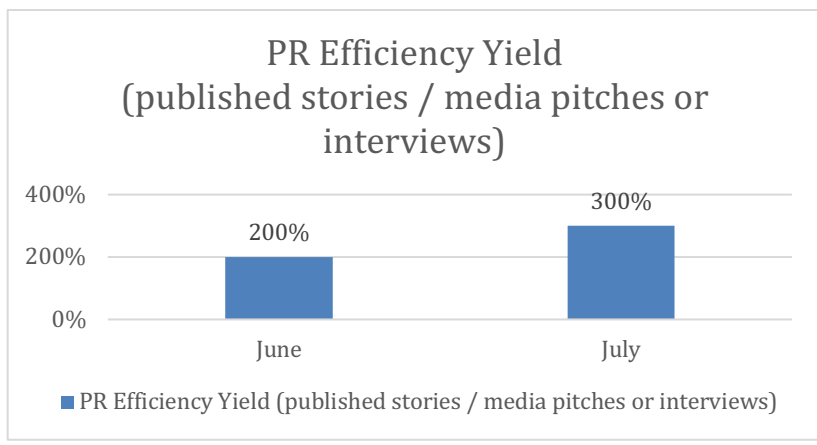


Image of our Outreach Efforts for the month of July

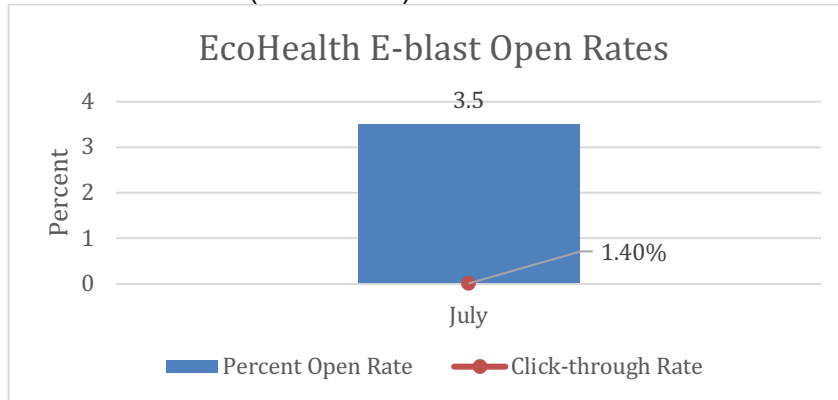
Media Activity: PR Efficiency Yield



Fiscal YTD Yield Average: 300%
 Fiscal YTD Number of published stories: 6
 Fiscal YTD Number of pitches/interviews: 2



1. Data in Education (Fiscal YTD)



Operation Mosquito G.R.I.D.

- Developed teacher e-blasts for fall 2022
- Train-the-trainer
 - Successfully facilitated the 2-day teacher training
 - Efficiency Yield (*number of trained teachers / number of education specialists*)- 200%
 - Train-the-trainer projected reach for fall 2022: 766 middle school students
 - Based on the training post-assessment survey:
 - 100% of teachers responded “I’ve gained the content knowledge necessary to teach about mosquitoes”
 - 100% of teachers would recommend the training to a colleague
 - 75% of teachers plan to facilitate the citizen science program with another teacher that did not attend the training

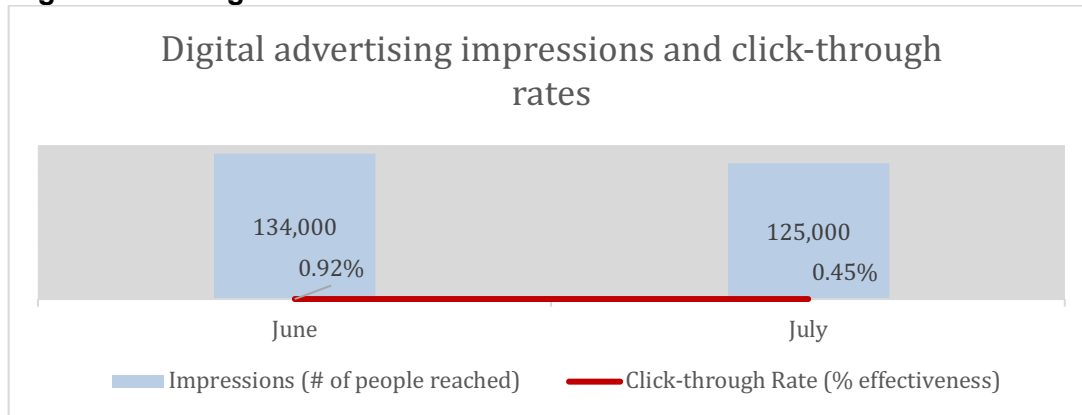
EcoHealth Summer Programs:

1. (6/28/22) Little Sunshine Preschool Summer Program
2. (7/7/22) TECC Summer Program
3. (7/12/22) City of Arcadia Summer Program 1
4. (7/13/22) Emmaus Summer Program
5. (7/14/22) City of Arcadia Summer Program 2
6. (7/14/22) B'nai Simcha Jewish Community Preschool Summer Program
7. (7/27/22) City of Sierra Madre Summer Program

Summer 2022 Programs Efficiency Yield (*students reached / educators*): 122%

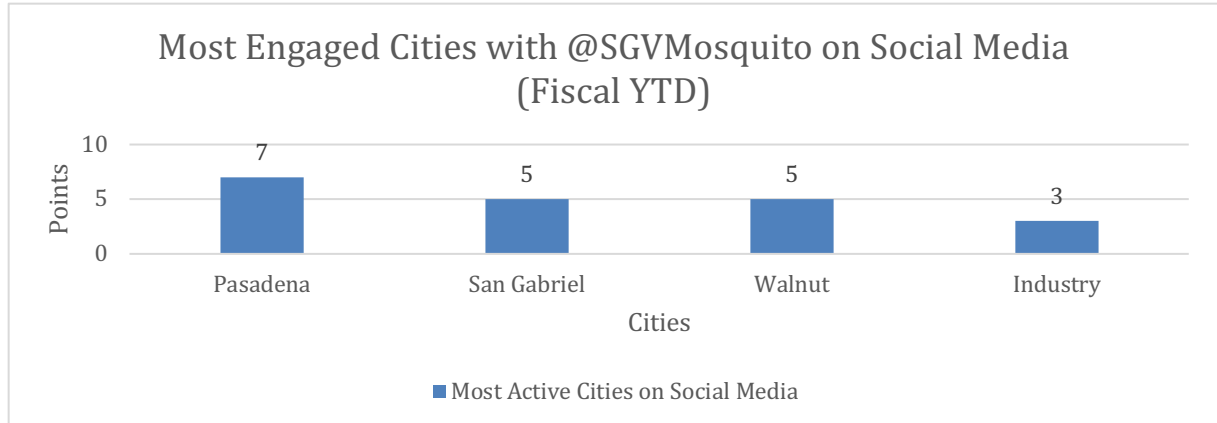
General Outreach

Digital Marketing



- Blog posts and e-blasts:
 - Created Short Bites Monthly blog post (July)
 - Created Short Bites Monthly E-blast (July)
 - Created ALL HANDS Short Bites Monthly E-blast (July)
 - Created July Ecohealth Newsletter E-Blast
 - Created July Ecohealth Newsletter Resume Your Search e-Blast

Social Media



Tracking cities social media engagement with our District’s social media platforms. Points are based on the following:

- 1 Point - Passive engagement: Like post, view IG story,
- 2 Points - Active Engagement: Share on FB, retweet, share in IG stories,
- 3 Points - Champion Engagement: Post content from SGVMVCD, creating a collaborative post, tags @SGVMosquito

1. Research:
 - a. Short form video content (15 seconds or less) on social media platforms.
 - b. 5 YouTube Shorts have now received over 2K views using recycled content.

2. First collaborative video with the City of Walnut.

Bite Back Program

- Prepared Bite Prevention Kits for cities of Duarte, Monrovia, and San Gabriel, and for other events
- Assembled and distributed 2,000 repellent wipes for July, August, and September events

Video Projects

- World Mosquito Day video shoot
- "I am a Resident" video in Mandarin and Cantonese

Events/Webinars/trainings

- Prepared event materials - 7/7 Baldwin Park Downtown Street Market
- Prepared event materials - 7/14 Little Champions @ B'nai Simcha Preschool
- Event - 7/20 Weeds & Pests Webinar with Green Gardens Group (G3) & WVWD
- Prepared event materials - 7/22 Repellent Zone @ Bonelli Park: Overnight Family Camping
- Prepared event materials - 7/22 Repellent Zone @ Santa Fe Dam: Overnight Family Fishing Camping
- Prepared event materials - 7/28 Bradbury Night Out
- Prepared event materials - 7/28 Summer Concert & Movie @ San Gabriel Marshall Park

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Treasurer's Report – June 2022
San Gabriel Valley Mosquito and Vector Control District

The attached Treasurer's Report is for June 2022.

The Total of All Funds Balance is \$4,984,243.08

All investments that were made by the District comply with our current investment policy. The District can meet all expenditures for the next six months with funds from the revolving fund, Los Angeles County operating pool, and the LAIF.

I certify that the above statements and attached Treasurer's Report are true and accurate to the best of my knowledge.


Lloyd A Johnson (Aug 4, 2022 16:45 PDT)

Authorized Board of Trustee Member

San Gabriel Valley Mosquito and Vector Control District
Treasurer's Report (based on Balance Sheet Detail Activity Report,
Period 12, FY 2021-2022 received on July 1, 2022

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	0.86%	\$429,289.80	Interest Withdrawal	\$0.00 \$0.00	LAIF Statement (June 2022)	\$429,289.80

Maturity Date: Perpetual
Interest rate as of June 2022

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	1.11%	\$4,102,964.68	Interest Trust Warrant #721	\$2,217.71 (\$368,988.90)	ND 24 Per 12 ND 24 Per 12 ND 24 Per 12	\$3,736,193.49

Maturity Date: Perpetual
Interest rate as of June 2022

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
VCJPA Contingency Fund	1.45%	\$129,112.00	Interest Admin Fees	\$0.00 \$0.00	VCJPA Statement (Mar 2022)	\$129,112.00

Maturity Date: Perpetual
Interest rate as of January 2022

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$200,000.00	Deb Activity-June 2022 Sweep Trust Warrant #721 US Bank Rebate Paycheck-reimb pr taxes US Auctions J Herrera-Cert test Nationwide Reimbursemen	(\$729,286.07) \$359,337.28 \$368,988.90 \$519.19 \$404.70 \$12,275.00 \$36.00 \$7,501.28	CB Statement June 2022	\$219,776.28

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account	\$460,449.35	Deb Activity-June 2022 Deposit	(\$359,337.28) \$368,759.44	CB Statement June 2022	\$469,871.51

Total Beginning Balance	\$5,321,815.83	Total End Balance	\$4,984,243.08
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July 8, 2022

**HONORABLE PRESIDENT AND MEMBERS OF THE BOARD OF TRUSTEES,
SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT**

SUBJECT: August 1, 2022 District Working Fund Balance

August 1, 2022 balance:	\$3,648,499.08
July 1 – July 31, 2022 expenditures:	\$ 778,564.46
Aug 1, 2022 Working Fund Balance:	\$2,869,934.62

Respectfully Submitted:



**Jason Farned
Interim District Manager**

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**EMPLOYMENT AGREEMENT
DISTRICT MANAGER
Mr. Jason Farned**

On this [REDACTED], the San Gabriel Valley Mosquito and Vector Control District, a vector control district established pursuant to California Health and Safety Code Section 2000 et seq., referred to as "District," and Mr. Jason Farned, referred to as "Manager," mutually agree as follows:

RECITALS

WHEREAS, Mr. Jason Farned has been serving as the District's interim general manager since the departure of the District's prior General Manager, Mr. Jared Dever, on February 1, 2022; and

WHEREAS, the District's Executive Committee and Personnel and Policy Committee, following a joint meeting, have recommended, and the District Board of Trustees has accepted that recommendation, to appoint Mr. Jason Farned as the District's permanent Manager.

WHEREAS, the parties do hereby desire to establish the terms and conditions of the District Manager's employment in an Employment Agreement;

NOW, THEREFORE, the parties agree as follows:

AGREEMENT

SECTION 1. DUTIES

- A. District has selected and intends to employ Mr. Jason Farned as the Manager of the District to perform the functions and duties of the District Manager as specified by law and as the Board of Trustees may determine, and to perform such other legally permissible and proper duties and functions as the Board of Trustees may from time-to-time assign. The Manager will perform all duties described in the job description included in the District's Personnel and Salary Resolution, as amended, and all other duties as required for the successful execution of the position.
- B. The Manager understands that he is to provide all services required by this Agreement and, as the District's chief executive employee, is employed as an exempt employee and is paid on a salaried basis and not entitled to overtime under the Fair Labor Standards Act.

SECTION 2. TERM AND NATURE OF EMPLOYMENT

- A. This Agreement shall be effective as of [REDACTED] and shall continue unless or until terminated in accordance with the provisions of Section 3 of the Agreement.
- B. The Manager shall serve at the pleasure of, and at the will of, the Board of Trustees. The Manager shall have no property right to the job of Manager and shall be entitled to no due process or hearing rights before termination. Notwithstanding said relationship, the Manager shall have the rights set forth in this Agreement in the event of termination of employment.
- C. The Manager agrees to remain in the exclusive, full-time employ of District during the term of this agreement, and neither to accept other employment nor to become employed by

any other employer that conflicts or in any way interferes with the Manager's duties to the District until termination of employment hereunder. The term of employment hereunder shall not be construed to prevent the Manager from occasional teaching, writing or consulting performed on the Manager's time off, and not inconsistent with his duties as Manager hereunder. The Manager shall keep the District's Policy and Personnel Committee informed of any other employment which may conflict with the Manager's duties hereunder.

SECTION 3. TERMINATION AND SEVERANCE PAY

- A. In the event the Board of Trustees determines to terminate the Manager, it agrees to give him thirty (30) days' notice of its intention to do so. The Board may terminate the Manager's employment with or without cause provided 30 days' notice of termination is provided.
- B. The Board retains the right, but not the obligation, to offer the Manager severance pay upon the termination of employment. The amount, if any, of severance will be determined by the Board at the time of the termination in the Board's sole discretion. Receipt of severance will be conditioned on the Manager signing and agreeing to a release of claims related to the employment, to the extent permitted by law, unless this obligation is expressly waived by the Board in the severance agreement.
- C. The Manager will under no circumstances be eligible for severance pay if the Manager's employment is discontinued because of his conviction of a felony or of any illegal act involving personal gain to him, just cause, insubordination or malfeasance. In accordance with AB 1344 (Gov. Code Sec 53243 et seq.), if the Manager is convicted of a crime involving abuse of office or position, he shall reimburse the District for salary and costs of defense paid in accordance with that law.
- D. In the event the Manager elects to voluntarily resign his position with District, then the Manager shall first give District at least ninety (90) days' notice in advance, unless the parties otherwise agree. Upon such termination, the Manager shall be entitled to all accrued benefits otherwise payable to him under the terms of his employment hereunder but no severance pay.
- E. The Manager agrees to provide the Board of Trustees with one hundred and eighty (180) days' notice of his intention to retire.

SECTION 4. COMPENSATION

- A. District agrees to pay the Manager for the services required by this Agreement a monthly base salary of Thirteen Thousand Five Hundred and Twelve Dollars and Seventy-Six Cents (\$13,512.76) per month and payable on the District's regular paydays. This salary shall be subject to cost of living ("COLA") adjustments and across-the-board wage and group benefit increases to the same extent as other employees of the District.
- B. In addition, the District agrees that the Board of Trustees, shall annually, or at such other times as the parties deem appropriate," evaluate the Manager's performance and may consider adjustments to said base salary and/or other benefits of the Manager in such amounts and to such extent as the Board of Trustees may determine is desirable and appropriate. All future reviews shall take place on or before the anniversary date of the initial review. Any changes to the base salary and/or benefits of Manager approved after the anniversary date of the initial review may be subject to retroactive compensation adjustments to the same extent as is afforded to all other employees of the District.

SECTION 5. PERFORMANCE EVALUATION

- A. The District shall review and evaluate the performance of the Manager at least annually and thereafter in advance of the anniversary date of the initial review and at such other time or times as the parties deem appropriate. In addition, at a minimum the District shall review the Manager's contract on a biannual basis or at such other time or times as the parties deem appropriate.

Said reviews and evaluations may be in accordance with specific criteria developed by the Board of Trustees in consultation with the Manager. Said criteria may be added to or deleted from as the Board of Trustees may from time to time determine, in consultation with the Manager. Further, the results of said evaluation shall be memorialized in writing and provided to the Manager and all members of the Board of Trustees.

- B. Annually, or at such other time or times as the parties deem appropriate to same, the Board of Trustees, in consultation with the Manager, shall define such goals and performance objectives which they determine necessary for the proper operation of the District in the attainment of the Board's policy objectives and shall further establish a relative priority among those various goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified in the annual operating budget and appropriations provided.
- C. In effecting the provisions of this section, the Board of Trustees and Manager mutually agree to abide by the provisions of applicable law.

SECTION 6. HOURS OF WORK, VACATION AND SICK LEAVE

- A. It is recognized that the Manager must devote substantial time in addition to the normal office hours to the business of the District. In recognition of this fact, District does hereby grant the Manager the following vacation and sick leave:
- B. On [REDACTED], and if the Manager remains employed thereafter, each year that the Manager remains to be fully employed for District, the Manager shall be entitled to accrue 180 hours of vacation per year in accordance with the District's Personnel and Salary Resolution, as amended. The Manager shall be entitled to maintain up to 1.5 times the annual vacation accrual and is eligible to cash out accrued vacation in one increment per year up to 60 hours per fiscal year in accordance with the District's Personnel and Salary Resolution, as amended, and carry over the remaining balance up to a total of 1.5 times the annual vacation accrual from year to year.
- C. Employee shall also be entitled to the same number of paid holidays per year as provided in the personnel and salary resolution.
- D. On [REDACTED] and thereafter, each year that the Manager remains to be fully employed by District, District shall deposit 40 hours Administrative Leave into the Manager's Administrative Leave account. Administrative Leave may not be carried forward into subsequent calendar years.
- E. Sick leave shall be accrued in accordance with Personnel and Salary Resolution No. 92-11, Article XI, Sec. 1 at 96 hours per year.

SECTION 7. RETIREMENT AND INSURANCE BENEFITS

- A. It is agreed that the Manager will be required to participate in any retirement program as outlined in Personnel and Salary Resolution No. 92-11, Article XXI, Sec.1. The Manager shall pay the full or the employee portion of the contribution, the District will pay the full employer portion.
- B. The District will contribute 2% of base salary per month into the Manager's 457 Deferred Compensation plan.
- C. Medical and Other Insurance: District shall provide the same cafeteria benefit other employees receive to offset the cost of health, dental, vision, life insurance and other similar benefits.
- D. Other Benefits: District shall provide and pay for all other insurance mandated by State law.
- E. Waiver: Employee waives any other insurance benefits but is not precluded from obtaining supplemental insurance coverage through the District.

SECTION 8. SUBSCRIPTIONS AND PROFESSIONAL FEES AND DEVELOPMENT

- A. It is anticipated that the Manager will participate in such associations and organizations as may be necessary and desirable for his continued professional participation, growth and advancement, and for the good of the District. In that connection, the District shall pay for or reimburse the Manager for all approved expenses and fees incurred in that participation. The Manager shall also be entitled to payment or reimbursement for travel, meetings and subsistence expenses as are reasonably necessary to continue the professional development of the Manager and to adequately pursue necessary official and other functions for the District, including but not limited to American Mosquito Control Association, Mosquito and Vector Control Association of California, Society for Vector Ecology, and Entomological Society of America and other management, national, regional, state and local governmental groups and committees, with concurrence of the Board of Trustees. District also agrees to pay for necessary and related expenses of Manager for short courses, institutes and seminars necessary for his professional development and the good of the District, with the concurrence of the Board of Trustees. The Board of Trustees will consider during preparation and adoption of its budget those expenses reasonably necessary, and as may be reasonably available for the purposes of this section. All such expenses shall be in compliance with AB 1234. In addition, the Manager shall be entitled to the Reimbursement Plans outlined in the Personnel and Salary Resolution No. 92-11, Article XIV, or successor resolution.

SECTION 9. VEHICLE

The Board of Trustees has the authority to allow the Manager to either receive \$500.00 per month as an automobile allowance or the use of a District vehicle, subject to the following conditions:

- A. District shall pay the Manager a monthly automobile allowance of Five Hundred Dollars (\$500.00) per month in lieu of providing the Manager with a vehicle. Said automobile allowance shall be subject to IRS and State tax and withholding laws. The Manager shall demonstrate that he possesses adequate insurance on any vehicle in an amount not less than \$100,000/\$300,000 for bodily injury and \$50,000 for property damage. The Manager shall at all times keep on file with the District evidence of current coverage in said amounts. The Manager further releases the District from any liability caused to the Manager's vehicle while Manager is operating said vehicle. The Manager agrees to indemnify, defend and hold the District harmless from any claim, loss or litigation arising out of such vehicle use. Said monthly allowance shall be in lieu of all other compensation for automobile travel

for the Manager except that the Manager shall also be entitled to out of County mileage while driving his vehicle on District business.

- B. In lieu of being provided with an automobile allowance, District may provide the Manager with a District vehicle. District shall be responsible for all gas and maintenance of the vehicle. The Manager shall be allowed to use said vehicle for commuting purposes and for incidental personal travel in Los Angeles, Orange, San Diego, Ventura, Santa Barbara, San Bernardino, Imperial and Riverside Counties.

SECTION 10. NO REDUCTION OF BENEFITS

District shall not during the term of this agreement reduce the salary, compensation or other financial benefits of the Manager.

SECTION 11. NOTICES

Notices required by this agreement shall be in writing and given in person or by first class mail with postage prepaid to the most current address furnished by the recipient of the notice to the other party. Notice shall be deemed given as of the date of personal delivery or two days after the date of deposit of such written notice in the United States mail, properly addressed and with postage prepaid.

SECTION 12. REVOLVING DOOR

Upon retirement from the District, employee must comply with Government Code Section 87406.3 for a period of one year after separating from service with District. This section will survive termination of this Agreement.

SECTION 13. ASSIGNMENT

This agreement is not assignable by either the District or the Manager, and services of the Manager may not be delegated hereunder.

SECTION 14. GENERAL PROVISIONS

- A. The text herein shall constitute the entire agreement between the parties.
- B. This agreement shall be binding upon the parties, and their heirs, executors and successors in interest.
- C. If the Manager dies or becomes incapacitated during the term of this Agreement, any accrued and unpaid wages and vacation provided by the terms of this Agreement shall be paid by District to [REDACTED].
- D. If any provision or portion hereof contained in this Agreement is held to be unconstitutional, invalid or unenforceable the remainder of this Agreement or portion thereof shall be deemed severable and shall not be affected and shall remain in full force and effect provided that the principal purposes of this Agreement are not thereby frustrated.
- E. This agreement shall become effective [REDACTED], upon execution of the parties hereto.
- F. No modification of this Agreement or modification or waiver of any covenant contained herein shall be valid unless in writing and duly executed by the Manager and an authorized representative of the District. Any waiver by the District of a breach of any provision of

this Agreement by the Manager shall not operate or be construed as a waiver of any subsequent breach by the Manager.

- G. This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event of any dispute, venue shall be the state court located in San Gabriel, California.
- H. Because the services to be performed by the Manager are of a personal and confidential nature to District and District would not enter into this Agreement with the Manager except for the personal and professional qualities, character and reputation of the Manager, the Manager shall not assign any of his/her rights, obligations, or interest in and to this Agreement to any third party.
- I. Entire Agreement. This Agreement embodies the entire agreement of all the Parties hereto who have executed it and supersedes any and all other agreements, understandings, negotiations, or discussions, either oral or in writing, express or implied, between the Parties to this Agreement. The Parties to this Agreement each acknowledge that no representations, inducements, promises, agreements or warranties, oral or otherwise, have been made by them, or anyone acting on their behalf, which are not embodied in this Agreement; that they have not executed this Agreement in reliance on any representation, inducement, promise, agreements, warranty, fact or circumstances, not expressly set forth in this Agreement; and that no representation, inducement, promise, agreement or warranty not contained in this Agreement including, but not limited to, any purported settlements, modifications, waivers or terminations of this Agreement, shall be valid or binding, unless executed in writing by all of the Parties to this Agreement. This Agreement may be amended, and any provision herein waived, but only in writing, signed by the party against whom such an amendment or waiver is sought to be enforced.
- J. If any provision in this Agreement is found to be unenforceable, it shall not affect the enforceability of the remaining provisions and the Court shall enforce the remaining provisions to the extent permitted by law.
- K. The headings in each paragraph herein are for convenience of reference only and shall be of no legal effect in the interpretation of the terms hereof.
- L. The Parties, and each of them, acknowledge that they have had the opportunity to consult with legal counsel of their choice prior to execution and delivery of this Agreement. This Agreement is to be interpreted as if both parties have participated equally in the drafting of the Agreement and all its terms.
- M. The Manager represents that he has entered into this Agreement voluntarily, having had the opportunity to consult with an attorney, with a full understanding of and in agreement with all of its terms.

IN WITNESS WHEREOF, the District has caused this Agreement to be signed and executed on its behalf by its President and Secretary/Treasurer and the Manager has signed and executed this Agreement on the day and year first above written.

San Gabriel Valley Mosquito and Vector Control District
District Manager's Report

Date: August 12, 2022

Meeting of: San Gabriel Valley Mosquito and Vector Control District Board of Trustees

Subject: **Annual Review and Approval of Resolution 94-02, Fiscal Policies, Article XIII, Investments**

Exhibit(s): Exhibit 8A

Background

Article XIII outlines the District's investment program, including the responsibilities of the Board of Trustees, investment authority and guidelines, prioritizing investment criteria, appropriate investment instruments, and the rules for sale of investments.

Section 7 – Investment Policy Revision states that the Investment Policy shall be reviewed and adopted annually by the Board of Trustees.

The current document (Exhibit 8A) was last revised in 2018 and is presented to the Board of Trustees for annual review and approval.

Committee Recommendation

The Finance and Audit Committee reviewed Exhibit 8A on June 22, 2022, and recommends approval of Resolution 94-02, Fiscal Policies, Article XIII, Investments, as presented.

Manager's Recommendation:

The Interim District Manager recommends approval of Resolution 94-02, Fiscal Policies, Article XIII, Investments, as presented.

Financial Impact

Investments carry inherent risk, as well as potential future gains. Therefore, significant positive and/or negative financial impacts are possible.

Board of Trustees Action:

- Board Action Required: If the Board concurs, following the public discussion by members of this item, the appropriate action is to approve Resolution 94-02, Fiscal Policies, Article XIII, Investments, as presented.
- Alternative Board Action: If after discussion by members of this item, the Board may choose to deny the approval and direct staff on amendments to the policy language.

Submitted by:



Jason Farned
Interim District Manager

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ARTICLE XIII
INVESTMENTS
(Revised Dec 14, 2018)

SECTION 1. Purpose

The Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District has a fiduciary responsibility to maximize the use of public funds entrusted to its care, manage those monies wisely and prudently, and protect those monies from financial catastrophes.

The objective of the District's investment program shall be to maintain a level of investment of all temporary idle funds as near 100% as possible, with due consideration given to safety, liquidity, yield, and cash flow requirements.

SECTION 2. Investment Authority and Guidelines

- A. District funds not required for foreseeable near term expenditures shall be designated for a long term use and shall be fully invested or deposited to maximize investment returns. Section 53601 of the Government Code provides authorization for investment of funds of local agencies.
- B. The District's Treasurer shall invest funds of the District under the prudent person rule (Civil Code §2261 et seq.) exercising judgment and care as it deems wise or expedient as allowable under current legislation of the State of California and other imposed legal restrictions.
- C. All District investments shall conform to the restrictions set forth in Section 53601 of the Government Code. The District's Treasurer shall utilize only those eligible investment instruments set forth below under Section 4, Allowable Investment Instruments.
- D. The Finance Committee shall serve as an oversight Committee to recommend investment instruments to the District Treasurer and review investment performance.
- E. No investment shall be made to mature for a period greater than two (2) years except for notes, bonds or other obligations of a state or federal governmental entity unless otherwise provided for in Government Code §53601. No more than fifty percent (50%) of the District's funds shall be

kept in one institution except the Los Angeles County Pooled Investment Fund and Local Agency Investment Fund. Certificates of Deposit at any financial institution shall not exceed \$250,000.

Any funds identified in the monthly report as necessary to meet expenditure requirements for the next six months shall be kept in the Los Angeles County Pooled Investment Fund and the Local Agency Investment Fund. If sufficient funds are not available in the Los Angeles County Pooled Investment Fund and the Local Agency Investment Fund to meet expenditure requirements for the next six months, then investments shall be sold pursuant to Section 5., below, for cash flow purposes and deposited in the Local Agency Investment Fund or the Los Angeles County Pooled Investment Fund.

- F. The District's Treasurer shall report monthly to the Board of Trustees the type of investments, issuers, date of purchase and maturity, dollar amount invested, yield, and current market value for all securities, investments, and moneys held by the District that are not held by a local agency or the State of California Local Agency Investment Fund and source of valuation. The monthly report shall state compliance of the portfolio with the adopted investment policy or the manner in which the portfolio is not in compliance, and shall include a statement denoting the ability of the District to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available. The District's Treasurer shall sign the monthly report as the preparer of the report.
- G. District investments in the Local Agency Investment Fund and Los Angeles County Pooled Investment Fund shall be reported monthly by providing the Board of Trustees with the most recent statement received by the District from these institutions. The fair market value of pool investments shall be calculated based on the total value of the pool and reported on the monthly reports.
- H. The Finance Committee, which shall be chaired by the District's Treasurer, shall meet quarterly to review all types of investments, issuers, date of purchase and maturity, dollar amount invested, yield, and current market value for all securities to ensure safety of District funds.

SECTION 3. Criteria for Selecting Investments and the Order of Priority

- A. **Safety**
The safety and risk associated with an investment refers to the potential

loss of principal, accrued interest, or a combination of these. The District's Treasurer shall employ investment instruments which are considered very safe.

B. Liquidity

Liquidity refers to the ability to convert investment holds to cash immediately with a minimal loss of principal or accrued interest. The District's Treasurer shall only invest those funds which are not required within a 12 month period from date of investment. For the purpose of this section, investments in the Los Angeles County Pooled Investment Fund and the Local Agency Investment Fund are considered liquid and funds invested are available upon demand with no or minimal loss of principal or accrued interest.

C. Yield

Yield is the dollar earnings the investment provides. The yield of the investment shall be considered after the fundamental requirements of safety and liquidity have been met.

D. Maturity

Projected cash flow requirements shall be the primary factor used in determining investment maturity terms. Yield consideration shall be the secondary factor used in determining maturity terms, with the expectation that longer maturity periods will generally yield greater returns on investments.

SECTION 4. Allowable Investment Instruments

The following are allowable investment instruments as provided for in Section 53601 of the Government Code and are the only investments specifically allowable as authorized investments for the District.

A. County Treasurer Accounts

All service charge and benefit assessment revenue shall be collected by the Los Angeles County Treasurer and shall be deposited into the Los Angeles County Treasury for use by the District. The Board of Trustees may rely on the County Treasurer to invest all surplus funds.

B. Local Agency Investment Fund

The Local Agency Investment Fund is managed by the Treasurer's Office, State of California. The total investment may not exceed the maximum allowed by the State.

C. Negotiable Certificates of Deposit

Negotiable Certificates of Deposit shall be made only with financial institutions which are fully insured by the Federal Deposit Insurance Corporation or the Federal Savings & Loan Insurance Corporation and issued by a nationally or state-chartered bank or a state or federal savings and loan association. The amount of deposit in any one institution shall not exceed the insured amount or 30% of surplus funds, which ever is less.

D. United States Treasury Notes, Bonds, Bills or Certificate of Indebtedness

Investments may be made in United States Treasury notes, bonds, bills, or certificates of indebtedness having the full faith and credit of the federal government pledged for the payment of principle and interest.

E. Federally Sponsored Credit Agency Securities

Investments may be made in the debt securities of the following U.S. Government sponsored corporation agencies:

Banks for cooperatives, federal land banks, federal intermediate credit banks, federal home loan banks

Federal Home Loan Bank Board

Tennessee Valley Authority

Obligations, participation, or other instruments of or issued by or fully guaranteed as to the principal and interest by the Federal National Mortgage Association

Guaranteed portions of Small Business Administration notes

Other instruments issued by a federal agency or a United States government-sponsored enterprise.

F. California State and Municipal bonds

Investments may be made in instruments issued by the State of California and its municipalities with consideration given to dates of maturity, yield, and whether such bonds are insured.

G. Medium-Term Notes

Investments may be made in medium-term notes of a maximum of five years maturity issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any State operating within the United States. Notes eligible for investment shall be rated in a rating category of "A" or its equivalent or better by a nationally recognized service. Purchase of medium term notes may not exceed thirty percent (30%) of the

District's surplus money.

H. CalTRUST – Short to Medium Term Fund

Investments may be made in this voluntary, local government, joint investment pool with a multi-billion dollar asset portfolio. Oversight is provided by a Board of Trustees and investment funds are managed by a contracted CalTRUST Asset Management Institution. All CalTRUST funds are in compliance with the California investment guidelines for public agencies.

I. 115 Trust – GASB 45 Compliant IRS approved 115 OPEB Trust

Funds may be deposited in this Trust in accordance with Section 115 of the Internal Revenue Code (IRC), an irrevocable trust (115 Trust) through which eligible California public agency employers may prefund their future annual pension contributions. A 115 Trust may be administered by the California Public Employees Retirement System (CalPERS) or through a private market.

Only those instruments listed above are allowable. The purchase of “derivatives” such as inverse floaters, dual index floaters, or inverse securities which produce higher than market rates of interest at purchase date (when interest rates are low) but have the possibility of producing low or no coupon rates as market interest rates rise through the life of the investment are strictly prohibited.

SECTION 5. Sale of Investments

Although the District invests with the intent to hold investments to maturity, sale of investments may be required prior to maturity.

- A. Investments may be sold prior to maturity for cash flow purposes.
- B. Losses on a sale before maturity are acceptable if the earnings from the reinvested proceeds will exceed the income that would have been generated by the old investment considering any capital loss of foregone interest on the original investment.
- C. Sale of investments prior to maturity must be authorized by the Finance Committee.

SECTION 6. Safekeeping

All broker-dealers shall be pre-qualified by completing a broker-dealer questionnaire provided by the District. All broker-dealers doing business with the District shall be required to read and acknowledge in writing that they have read and understood the investment policy. Investment transactions with a broker-dealer shall be conducted on a delivery versus payment method with the District's third party custodian.

Securities shall be delivered and held in third party safe-keeping by the District's bank. Local agency funds, under the direction of a trustee, will be held in the name of the District with the trustee executing investment transactions as directed by the Finance Committee.

SECTION 7. Investment Policy Revision

This Investment Policy shall be reviewed and adopted annually by the Board of Trustees for relevance to ensure that all investments made are in compliance with state and local codes and laws and are consistent with current financial trends.

San Gabriel Valley Mosquito and Vector Control District
District Manager's Report

Date: August 12, 2022

Meeting of: San Gabriel Valley Mosquito and Vector Control District Board of Trustees

Subject: **Call for Nomination of Candidates for Independent Special District Voting Member of Los Angeles County Local Agency Formation Commission (LAFCO)**

Exhibit(s): Exhibit 9A, 9B

Background

The District has been notified of a vacancy for the Office of Independent Special District Voting Member of the Los Angeles County Local Agency Formation Commission (LAFCO). Attached are the memorandum and nomination form from the firm conducting the election to fill the vacancy calling for nomination of candidates for the term expiring in May 2026.

Independent special districts seats on LAFCO are filled by the Special District Selection Committee. Nominations for the Committee's consideration for this position are welcome. Nominations must be received by September 21, 2022.

Interested Trustees are encouraged to reach out to Cecilia Contreras, Clerk of the Board for further information.

Financial Impact

None

Board of Trustees Action

None

Submitted by:



Jason Farned
Interim District Manager

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Lagerlof

RECEIVED
AUG 03 2022
SGVMVCD

MEMORANDUM

To: Los Angeles County Independent Special Districts

From: William F. Kruse, Special Counsel

Date: July 27, 2022

Subject: Nomination of Candidates for Special District Voting Member

As you know, since 1994 special districts in Los Angeles County have been represented by two voting members and one alternate member of the Local Agency Formation Commission. It is with great sadness that we announce the death of sitting Commissioner E. G. "Jerry" Gladbach. Mr. Gladbach was elected in April 2022 to serve as Commissioner with his term ending in May 2026. On behalf of the special districts of Los Angeles County, LAFCO has appointed us to assist in conducting the elections to fill this vacancy.

By law, independent special district seats on LAFCO are filled by the Special District Selection Committee. That Committee is made up of the presiding officers of each independent special district in Los Angeles County.

In order to expedite the process of electing the voting member to fill Mr. Gladbach's remaining term, I have included a form to be used to nominate candidates for consideration for the position. After nominations are received, each district will receive a complete package of nominee resumes, together with a ballot for consideration by the presiding officer of your board. Voting will be conducted by mailed ballot.

Nominations for the Committee's consideration are welcome. Please provide as much relevant information about the candidates as reasonably possible. Any biographical information and/or candidate statement should be **limited to one page**. Please remember that, to be eligible, the nominee must be an elected official or appointed to your board for a fixed term. Nominations must be received in the office of Lagerlof, LLP, **ATTN: WILLIAM F. KRUSE**, no later than **5:00 p.m. on September 21, 2022**.

Please feel free to contact me directly with any questions.

Voice: (626) 793-9400

Fax: (626) 793-5900

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NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: _____

Date: _____

Name of Candidate: _____

_____ is pleased to nominate
_____ as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: _____

Agency: _____

Type of Agency: _____

Term Expires: _____

Residence Address: _____

Telephone: _____

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

(Name of Agency)

By: _____

Its: _____