

**San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
May 10, 2019
MINUTES**

Trustees Attending

1. Stephen Sham (Alhambra)
2. Roger Chandler (Arcadia)
3. Joseph Rocha (Azusa)
4. Rick Barakat (Bradbury)
5. Corey Calaycay (Claremont)
6. Jerry Velasco (El Monte)
7. Charles Myers (Glendora)
8. Dan Holloway (La Puente)
9. Elyse Rasmussen (La Verne)
10. Jamie Bissner (L.A. County)
11. Becky Shevlin (Monrovia)
12. Joseph Leon (Monterey Park)
13. Rachel Janbek (Pasadena)
14. Emmett Badar (San Dimas)
15. Sandra Armenta (Rosemead)
16. Tim Sandoval (Pomona)
17. Juli Costanzo (San Gabriel)
18. John Capoccia (Sierra Madre)
19. Marina Khubesrian (So. Pasadena)
20. Cynthia Sternquist (Temple City)
21. Allen L. Wu (Walnut)

Trustees Absent

1. Cruz Baca (Baldwin Park)
2. Henry M. Morgan (Covina)
3. Margaret Finlay (Duarte)
4. Catherine Marcucci (Industry)
5. Manuel Garcia (Irwindale)

Staff Attending

- Jared Dever
- Melissa Doyle
- Levy Sun
- Rose Alba
- Jason Farned

1. Call to Order

Board President Corey Calaycay called the meeting to order at 7:00 AM

2. Pledge of Allegiance and Silent Roll Call

President Corey Calaycay led the Pledge of Allegiance.

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

A. List of Claims for April 2019

- B. Budget Status Report for April 2019**
- C. Minutes of Board of Trustees Meeting of April 2019**
- D. Operations Report 2019**
- E. Surveillance Report 2019**
- F. Communications Report 2019**
- G. March 2019 Monthly Treasurer Report / District Working Balance for May 2019**
- H. Conference Reports**

A motion by Trustee Chandler to approve the Consent Calendar as presented was seconded and unanimously approved.

5. Presentation: FY 2019/20 Annual Budget DRAFT

District Manager Jared Dever reported that the cooperative efforts of District's personnel in FY 2018/2019 has helped tremendously to maintain the lower operating expenses while improving the overall efficiency of our administrative management, expansion of our education and outreach programs, and continued refinement of the surveillance and abatement programs.

Dever further stated that in order to continue the current positive trajectory, lower the threat of native and invasive vectors and vector-borne disease, appropriately fund reserves, and address significant facility infrastructure needs; additional revenues will be necessary in FY 2019/20. He presented to the Board of Trustees, an increase to the annual special benefit assessment of \$1.86 per single family equivalent is proposed in the budget. The FY 2019/20 projected total revenue is \$5,363,919 with projected expenditures of \$5,331,379.

In a PowerPoint slide presentation, Dever described the following capital projects and staff additions that are proposed in the draft budget:

Personnel:

- Expansion of the in-class youth education program, Eco Health, with the addition of one full-time Education Specialist position.
- Improve the breadth of the public education and outreach program with the addition of one full-time Outreach Assistant position.
- Support the new out-of-service swimming pool resolution program with a dedicated limited term full-time Virtual Specialist position.
- Continue to improve human resource standards and practices, and financial oversight by creating one Human Resources and Finance Specialist full-time position.

Capital Outlay and Reserves:

- All proposed capital outlay projects are supported by normal annual revenue. No monies have been designated from district reserves to fund their acquisition. The proposed budget allocates the following monies to capital outlay projects:
 - \$80,000 for server replacement/virtualization and security camera array installation.
 - \$35,000 for new computers and office equipment for new personnel.
 - \$100,000 for the purchase and modification of two specialty flood channel inspection and treatment vehicles.
 - \$38,000 for a dedicated mobile outreach and education vehicle.
 - \$14,000 for expanded mosquito surveillance materials.

At the conclusion of the presentation, Dever thanked the Board of Trustees for their support as the district aggressively pursues improved public health outcomes in the San Gabriel Valley. He stated that the long overdue addition of personnel and materials supported by the FY 2019/20 budget will significantly aid our ongoing efforts to suppress West Nile virus, slow the expansion of invasive *Aedes* mosquitoes, deeply engage and educate our constituency, and adequately prepare for future threats to public health in the San Gabriel Valley.

6. Preliminary Engineer's Report for Board Review

The preliminary engineer's report was distributed to the Board of Trustees.

7. Closed Session Under Government Code

Public Employee performance evaluation (California Government Code section 54957(1)(b)) and annual compensation review and adjustment (California Government Code Section 54957.6):

Employee: General Manager Jared Dever.

At 7:46 AM, Board President Calaycay announced the Board would meet in closed session and excused District staff present.

The Board of Trustees reconvened at 8:01 AM. President Calaycay announced there was no reportable action

8. District's Administration

(District Manager Jared Dever)

A. City of San Marino: Consideration of Potential Annexation

District Manager reported that he met with City officials and continued the discussion of a potential annexation of the City of San Marino.

9. Department Reports

A. Operations

Jason Farned Operations Manager stated that results from the annual aerial surveillance on May 3rd should be available in 2 weeks. District's seasonal staff are in the field working on the swimming pool program.

B. Surveillance

Scientific Programs Manager Melissa Doyle reported that weekly trapping continues with no positives. The recent rain, which is normal for this time of the year, resulted in normal counts. No viruses have been reported to date.

C. Communications

Public Information Officer Levy Sun stated thanked Trustees for providing contact information in each of their respective cities. Trustee Sternquist for the City of Temple City donned the Adez costume at a recent Temple City Council meeting providing additional awareness during Mosquito Week.

10. Trustee Reports

None

11. New Business

President Corey Calaycay announced that as a tribute to Mike Spence, Trustee from the City of West Covina, the meeting would be dedicated in his memory.

12. Adjournment

No motion. Meeting adjourned at 8:13 am.