



San Gabriel Valley Mosquito and Vector Control District
Board of Trustees Meeting, July 12, 2019 - 7:00 AM
1145 N. Azusa Canyon Road, West Covina, CA 91790

1. Call to order
(Board President, Corey Calaycay)
2. Pledge of Allegiance and Silent Roll Call
3. 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.

4. 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.

- 4.1. List of Claims for the month of June*
 - 4.2. Budget Status Report for June*
 - 4.3. Minutes of Board of Trustees Meeting June*
 - 4.4. Operations Report June*
 - 4.5. Surveillance Report June*
 - 4.6. Communications Report June*
 - 4.7. May 2019 Monthly Treasurer Report / District Working Balance for July 2019*
5. Introduction of New Trustee:
(Board President, Corey Calaycay)
City of West Covina, Lloyd Johnson
 6. Presentations:
 - 6.1. Update on Alternative Mosquito Control Strategies: Wolbachia
(Scientific Programs Manager, Melissa Doyle)
 7. Consider Candidates for The California Special Districts Association (CSDA)
Southern Network Board of Directors - Seat B*
(District Manager, Jared Dever) (Action Required)

8. Trustee Education Opportunity - Statements of Interest:
 - 8.1 California Special Districts Association (CSDA) 2019 Annual Conference and Exhibitor Showcase, Anaheim, CA September 25 – 28, 2019*
(Board President, Corey Calaycay)
9. IT Ad Hoc Committee Member Selection
(Board President, Corey Calaycay) (Approve/Deny)
10. District Facilities – Current and Future Considerations
(Board President, Corey Calaycay) (Presentation/Discussion)
11. District Administration
(District Manager, Jared Dever)
 - A. Request for Proposals for IT services
12. Board Bites*
13. Department Reports
(Verbal Reports)
 - 13.1.1. Operations (Jason Farned, Operations Manager)
 - 13.1.2. Surveillance (Melissa Doyle, Scientific Programs Manager)
 - 13.1.3. Communications (Levy Sun, Director of Communications)
14. Trustee Reports
(Verbal Reports)
15. New Business
Opportunity for Trustees to request future agenda items
(Verbal Report)
16. Adjournment

CERTIFICATE OF POSTING

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). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the San Gabriel Valley Mosquito and Vector Control District at (626-814-9466) during regular business hours, at least twenty-four hours prior to the time of the meeting.

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

A handwritten signature in blue ink that reads "Marta Tanaka". The signature is written in a cursive style and is positioned above a horizontal line.

Marta Tanaka
Clerk of the Board, San Gabriel Valley MVCD
Board of Trustees

SAN GABRIEL VALLEY MVCD

Claims List

June 13, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	06/13/2019	CALPERS CERBT	6200 RETIREMENT - CLASSIC (Employer Contribu	9,115.17
			6200 RETIREMENT - CLASSIC (Employer Contribu	59.48
100000015689285				<u>9,174.65</u>
EFT	06/13/2019	PERS	6200 RETIREMENT - CLASSIC (Employer Contribu	521.33
			6200 RETIREMENT - CLASSIC (Employer Contribu	938.12
PR of 6/13/19			6200 RETIREMENT - CLASSIC (Employer Contribu	1,756.39
			6200 RETIREMENT - CLASSIC (Employer Contribu	299.81
			6201 RETIREMENT - PEPRA (Employer Contributic	106.90
			6201 RETIREMENT - PEPRA (Employer Contributic	1,926.46
			6201 RETIREMENT - PEPRA (Employer Contributic	364.65
			6201 RETIREMENT - PEPRA (Employer Contributic	455.94
			6201 RETIREMENT - PEPRA (Employer Contributic	409.21
				<u>6,778.81</u>
16434	06/13/2019	AMAZON.COM	6040 Building Maintenance	20.55
			6270 OFFICE SUPPLIES	55.47
438969754635			6290 Supplies, Public Informati	153.50
			6035 COMPUTER HARDWARE	41.33
			6270 OFFICE SUPPLIES	22.96
			6040 Building Maintenance	32.81
			6280 SUPPLIES, OPERATIONS	6.41
				<u>333.03</u>
16435	06/13/2019	AMERICAN FIDELITY AKA FLEX ACCOUNT ADM	6070 CAFETERIA BENEFIT	220.83
			6070 CAFETERIA BENEFIT	191.67
2040616			6070 CAFETERIA BENEFIT	220.83
			6070 CAFETERIA BENEFIT	83.33
				<u>716.66</u>
16436	06/13/2019	ATHENS SERVICES	6040 Building Maintenance	225.33
6798129				<u>225.33</u>

SAN GABRIEL VALLEY MVCD

Claims List

June 13, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
16437	06/13/2019	CALIFORNIA DEPARTMENT OF PUBLIC HEALTH	6330 TRAINING, CEU'S	143.00
				<u>143.00</u>
Recertification fees				
16438	06/13/2019	CAROL ANNE HAGELE	6232 SEMINARS AND MEETINGS	102.50
				<u>102.50</u>
Credential				
16439	06/13/2019	ENTERPRISE	6007 - AUTOMOBILE LEASE	2,490.00
				<u>2,490.00</u>
407595				
16440	06/13/2019	ENVIRONMENT CONTROL	6040 Building Maintenance	1,199.00
				<u>1,199.00</u>
6566-411				
16441	06/13/2019	FLEET SOLUTIONS CENTER	6260 SUPPLIES, MECHANICAL	775.26
			6260 SUPPLIES, MECHANICAL	285.72
2036			6260 SUPPLIES, MECHANICAL	116.13
			6260 SUPPLIES, MECHANICAL	152.50
			6260 SUPPLIES, MECHANICAL	773.13
				<u>2,102.74</u>
16442	06/13/2019	INTERSTATE BATTERY SYSTEM	6260 SUPPLIES, MECHANICAL	259.54
				<u>259.54</u>
10170109				
16443	06/13/2019	PRAXAIR DISTRIBUTION	6250 LABORATORY SUPPLIES	63.52
				<u>63.52</u>
89773958				
16444	06/13/2019	SAN GABRIEL VALLEY NEWSPAPER GROUP	6130 Profess Serv rendered (Professional Services	938.00
				<u>938.00</u>

SAN GABRIEL VALLEY MVCD

Claims List

June 13, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				938.00
0000441766				
16445	06/13/2019	SOCALGAS	6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	31.70
			6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	120.20
057-518-2100-9				<u>151.90</u>
16446	06/13/2019	SOUTHERN CALIFORNIA EDISON	6340 UTILITIES - ELECTRIC	1,597.20
				<u>1,597.20</u>
2-03-760-7223	06/05/2019			
16447	06/13/2019	STAPLES CREDIT PLAN	6270 OFFICE SUPPLIES	137.71
				<u>137.71</u>
2289048991				
16448	06/13/2019	STREAMLINE	6037 WEBSITE AND EMAIL SERVICE	200.00
				<u>200.00</u>
100568				
16449	06/13/2019	SYNTECH GROUP INC.	6046 PROFESSIONAL SERVICES - IT	1,200.00
				<u>1,200.00</u>
CW-1705				
16450	06/13/2019	TERRYBERRY	6010 AWARDS	1,053.28
				<u>1,053.28</u>
G09575				
16451	06/13/2019	THERMAL COMBUSTION INNOVATORS, INC.	6250 LABORATORY SUPPLIES	96.10
				<u>96.10</u>
500232				
16452	06/13/2019	TPx COMMUNICATIONS	6315 Monthly Internet Charges (Monthly Internet Ch	998.30
			6320 Office phones (Office phones)	1,046.27
				<u>1,046.27</u>

Item 4.1

SAN GABRIEL VALLEY MVCD

Claims List

June 13, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
117535862-0				2,044.57
16453	06/13/2019	WAXIE	6280 SUPPLIES, OPERATIONS	73.80
				73.80
78302467				
16454	06/13/2019	WEST VALLEY MVCD	6250 LABORATORY SUPPLIES	1,560.00
				1,560.00
2475				
16455	06/13/2019	WEX/CHEVRON	6262 Fuel for Trucks (Fuel for Trucks)	5,750.69
				5,750.69
59636123	06/06/2019			
16456	06/13/2019	COUNTY SANITATION DISTRICT	6075 FEES & ASSESSMENTS	800.00
				800.00
Permit #308	06/13/2019			
Total Accounts Payable for June 13, 2019				39,192.03

SAN GABRIEL VALLEY MVCD
Claims List
June 27, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	06/27/2019	PERS	6200 RETIREMENT - CLASSIC (Employer Contribut	552.62
			6200 RETIREMENT - CLASSIC (Employer Contribut	938.12
PR of 6/27/19			6200 RETIREMENT - CLASSIC (Employer Contribut	1,756.39
			6200 RETIREMENT - CLASSIC (Employer Contribut	299.81
			6201 RETIREMENT - PEPRA (Employer Contributio	106.90
			6201 RETIREMENT - PEPRA (Employer Contributio	1,926.46
			6201 RETIREMENT - PEPRA (Employer Contributio	364.65
			6201 RETIREMENT - PEPRA (Employer Contributio	464.32
			6201 RETIREMENT - PEPRA (Employer Contributio	409.21
				<u>6,818.48</u>
EFT	06/27/2019	TEXAS LIFE INSURANCE COMPANY	6070 CAFETERIA BENEFIT	92.42
			6070 CAFETERIA BENEFIT	77.50
SM09BT20190613001				<u>169.92</u>
16457	06/27/2019	ARAMARK UNIFORM SERVICES INC.	6332 Uniforms (Uniforms)	747.65
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	301.52
792287099				<u>1,049.17</u>
16458	06/27/2019	BECKY A. SHEVLIN	6030 BOARD EXPENSES	100.00
BM of 6/14/19				<u>100.00</u>
16459	06/27/2019	CATHERINE MARCUCCI	6030 BOARD EXPENSES	100.00
BM of 6/14/19				<u>100.00</u>
16460	06/27/2019	CHARLES MYERS	6030 BOARD EXPENSES	100.00
BM of 6/14/19				<u>100.00</u>
16461	06/27/2019	COREY CALAYCAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>

Item 4.1

SAN GABRIEL VALLEY MVCD

Claims List

June 27, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				100.00
BM of 6/14/19				
16462	06/27/2019	CRUZ BACA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/14/19				
16463	06/27/2019	DAN HOLLOWAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/14/19				
16464	06/27/2019	EMMETT G. BADAR	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/14/19				
16465	06/27/2019	HAROLD J. BISSNER III	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 6/14/19				
16466	06/27/2019	HENRY M. MORGAN	6030 BOARD EXPENSES	149.50
				<u>149.50</u>
BM of 6/14/19				
16467	06/27/2019	HOME DEPOT	6040 Building Maintenance	205.72
			6270 OFFICE SUPPLIES	5.49
603532538814710			6280 SUPPLIES, OPERATIONS	54.99
			6302 Supplies, Safety	14.32
			6042 EQUIPMENT MAINTENANCE	462.60
				<u>743.12</u>
16468	06/27/2019	IRWINDALE INDUSTRIAL CLINIC	6302 Supplies, Safety	250.85
				<u>250.85</u>
402890-108107-895078				

SAN GABRIEL VALLEY MVCD
Claims List
June 27, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
16469	06/27/2019	JERRY VELASCO	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 6/14/19				
16470	06/27/2019	JOHN CAPOCCIA	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 6/14/19				
16471	06/27/2019	JOSEPH LEON	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 6/14/19				
16472	06/27/2019	JOSEPH ROCHA	6030 BOARD EXPENSES	<u>100.00</u> 100.00
Bm of 6/14/19				
16473	06/27/2019	JULI COSTANZO	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 6/14/19	06/14/2019			
16474	06/27/2019	LOZANO SMITH, LLP	6130 Profess Serv rendered (Professional Services I	<u>118.00</u> 118.00
2084518				
16475	06/27/2019	MANUEL GARCIA	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 6/14/19				
16476	06/27/2019	MARGARET E. FINLAY	6030 BOARD EXPENSES	<u>100.00</u>

SAN GABRIEL VALLEY MVCD
Claims List
June 27, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				100.00
BM of 6/14/19				
16477	06/27/2019	MELISSA DOYLE	6232 Travel Expenses (Travel Expenses)	153.12
				153.12
Mileage Reimburse				
16478	06/27/2019	NCM - NATIONAL CINEMEDIA, LLC	6003 ADVERTISING	4,800.00
				4,800.00
INV-179024				
16479	06/27/2019	READYREFRESH BY NESTLE	6170 Arrowhead Water (Arrowhead Water)	512.80
				512.80
19F0024588535				
16480	06/27/2019	RICHARD BARAKAT	6030 BOARD EXPENSES	100.00
				100.00
BM of 6/14/19				
16481	06/27/2019	ROGER CHANDLER	6030 BOARD EXPENSES	100.00
				100.00
BM of 6/14/19				
16482	06/27/2019	SAN GABRIEL VALLEY NEWSPAPER GROUP	6003 ADVERTISING	3,175.00
				3,175.00
Digital Banners				
16483	06/27/2019	SANDRA ARMENTA	6030 BOARD EXPENSES	100.00
				100.00
BM of 6/14/19				
16484	06/27/2019	SYNTECH GROUP INC.	6046 PROFESSIONAL SERVICES - IT	1,757.98
				1,757.98
110677				

SAN GABRIEL VALLEY MVCD

Claims List

June 27, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
16485	06/27/2019	TIM SANDOVAL	6030 BOARD EXPENSES	100.00
				100.00
BM of 6/14/19				
16486	06/27/2019	ULINE	6280 SUPPLIES, OPERATIONS	110.96
				110.96
109461533				
16487	06/27/2019	US BANK	6010 AWARDS	197.10
			6270 OFFICE SUPPLIES	9.78
Alba			6270 OFFICE SUPPLIES	36.99
			6010 AWARDS	37.23
			6270 OFFICE SUPPLIES	19.64
			6270 OFFICE SUPPLIES	13.14
			6270 OFFICE SUPPLIES	54.61
			6010 AWARDS	365.83
			6030 BOARD EXPENSES	33.91
			6030 BOARD EXPENSES	53.85
			6250 LABORATORY SUPPLIES	41.13
			6250 LABORATORY SUPPLIES	15.33
Dyle	06/22/2019		6270 OFFICE SUPPLIES	64.60
			6250 LABORATORY SUPPLIES	68.01
			6281 MOSQUITO FISH SUPPLIES	3.87
			6030 BOARD EXPENSES	17.97
			6280 SUPPLIES, OPERATIONS	199.00
Elliott	06/22/2019		6036 COMPUTER SOFTWARE	118.80
Farned	06/22/2019		6003 ADVERTISING	123.49
			6037 WEBSITE AND EMAIL SERVICE	4.99
Sun	06/22/2019		6290 Supplies, Public Informati	242.04
			6003 ADVERTISING	50.00
			6186 Printing	226.09

SAN GABRIEL VALLEY MVCD
Claims List
June 27, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
			6290 Supplies, Public Informati	881.71
			6270 OFFICE SUPPLIES	8.97
			6290 Supplies, Public Informati	81.41
			6042 EQUIPMENT MAINTENANCE	33.49
			6280 SUPPLIES, OPERATIONS	11.01
Vander Hdeyden	06/22/2019		6280 SUPPLIES, OPERATIONS	7.47
			6185 POSTAGE	102.57
			6270 OFFICE SUPPLIES	8.81
			6270 OFFICE SUPPLIES	7.21
			6280 SUPPLIES, OPERATIONS	32.03
			6040 Building Maintenance	94.67
			6040 Building Maintenance	78.81
			6036 COMPUTER SOFTWARE	136.00
				<u>3,481.56</u>
16488	06/27/2019	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field	832.79
			6312 Monthly District Field Ph (Monthly District Field	484.52
9831805703, 98318057			6312 Monthly District Field Ph (Monthly District Field	323.88
			6312 Monthly District Field Ph (Monthly District Field	1,200.69
				<u>2,841.88</u>
16489	06/27/2019	WELLS FARGO VENDOR FIN SERV	6073 EQUIPMENT LEASE	1,500.15
				<u>1,500.15</u>
69692594				
		Total Accounts Payable for June 27, 2019		29,532.49
		Total Accounts Payable for June 2019		68,724.52
		Total Payroll for June 2019		239,842.63
		see attached		
		Total Claims List for June 2019		308,567.15

**San Gabriel Valley MVCD
Payroll for June 2019**

Department	June 7, 2019	June 13, 2019	June 27, 2019	TOTAL
EXECUTIVE		5,540.80	7,271.11	12,811.91
ADMINISTRATION	15,470.40	8,665.62	8,651.20	32,787.22
OPERATIONS		45,881.26	46,119.90	92,001.16
SURVEILLANCE		6,898.72	27,425.65	34,324.37
COMMUNICATIONS		9,122.43	9,172.43	18,294.86
SEASONAL WORKERS		11,900.15	14,057.56	25,957.71
Gross Payroll	15,470.40	88,008.98	112,697.85	216,177.23
Employer Taxes	2,965.85	2,257.13	4,246.51	9,469.49
Car Allowance		-	-	-
Employee Benefit-Med	4,731.97	4,731.97	4,731.97	14,195.91
TOTAL PAYROLL	23,168.22	94,998.08	121,676.33	239,842.63

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed
June 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	45,352.33	508,551.27	483,738.58	(24,812.69)	105.13	vac/sick/hol pay included
Salaries - Non Exempt	96,258.30	1,309,804.63	1,680,573.54	370,768.91	77.94	
Salaries - Overtime	147.18	2,928.39	19,700.00	16,771.61	14.86	
Salaries - Vacation	26,018.81	124,966.56	89,770.00	(35,196.56)	139.21	Retirement payout-3 employees
Salaries-Holiday	5,860.48	96,741.58	123,207.00	26,465.42	78.52	
Salaries, Sick Pay	7,225.94	75,327.13	93,635.00	18,307.87	80.45	
Salaries, Part-time - XH	25,708.96	201,043.06	348,686.00	147,642.94	57.66	
Management Car Allowance	0.00	5,500.00	6,000.00	500.00	91.67	
Cafeteria Benefit	8,547.54	290,744.49	316,800.00	26,055.51	91.78	
Hlth Benefits, Ret Emps	0.00	13,731.36	12,000.00	(1,731.36)	114.43	New retiree added
Medicare	2,430.67	34,121.81	40,745.00	6,623.19	83.74	
Retirement - Classic	16,237.24	199,465.78	110,980.00	(88,485.78)	179.73	Unfunded liability
Retirement - Pepra	6,498.61	78,139.90	95,065.00	16,925.10	82.20	
Social Security	1,914.32	9,168.77	7,385.00	(1,783.77)	124.15	seasonals
Group Term Life Ins	0.00	3,758.98	4,300.00	541.02	87.42	
Tuition Reimbursement	0.00	0.00	8,000.00	8,000.00	0.00	
Insurance, unemployment	1,580.76	21,164.65	19,200.00	(1,964.65)	110.23	FUTA expense to be reimbursed
Post Retirement Benefits	0.00	50,000.00	0.00	(50,000.00)		
TOTAL PERSONNEL EXPENSES	243,781.14	3,025,158.36	3,459,785.12	434,626.76	87.44	
OPERATING EXPENSES						
Awards	1,653.44	3,143.79	2,000.00	(1,143.79)	157.19	New employee service pins
Advertising	8,148.49	29,391.38	30,000.00	608.62	97.97	
Bank Charges	1,692.70	9,893.38	5,000.00	(4,893.38)	197.87	New payroll processing company
Board expenses	2,155.23	28,849.18	35,000.00	6,150.82	82.43	
Computer Hardware	41.33	23,106.68	19,000.00	(4,106.68)	121.61	iPads-Ops
Computer Software	254.80	22,514.94	20,400.00	(2,114.94)	110.37	Neogov renewal
Website/Email Service	204.99	2,959.87	3,195.00	235.13	92.64	
Building maintenance	2,128.86	52,950.66	37,500.00	(15,450.66)	141.20	Water heater replacement
Maintenance, equipment	496.09	1,222.59	9,000.00	7,777.41	13.58	
Maintenance, grounds	0.00	1,206.29	4,000.00	2,793.71	30.16	
Lease Equipment	1,500.15	53,358.79	38,000.00	(15,358.79)	140.42	Copier lease pay-off
Fees & Assessments	800.00	3,921.84	4,000.00	78.16	98.05	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed
June 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Hiring expenses	0.00	3,575.61	5,600.00	2,024.39	63.85	
VCJPA General Fund	0.00	8,348.00	9,656.00	1,308.00	86.45	
Insurance, liability	0.00	63,019.00	65,411.00	2,392.00	96.34	
Workers Comp Insurance	0.00	110,842.00	111,546.00	704.00	99.37	
Automobile Insurance	0.00	1,648.00	1,648.00	0.00	100.00	
Other Insurance	0.00	1,103.22	2,000.00	896.78	55.16	
Insurance, property	0.00	3,196.00	3,258.00	62.00	98.10	
Legal	1,056.00	17,738.49	35,000.00	17,261.51	50.68	
Memberships	0.00	24,818.87	25,000.00	181.13	99.28	
Miscellaneous expenses	512.80	4,488.48	3,000.00	(1,488.48)	149.62	Increased water delivery
Postage	102.57	1,982.32	9,904.00	7,921.68	20.02	
Prof. Services, Auditor	0.00	14,557.50	20,000.00	5,442.50	72.79	
Professional Services	0.00	2,880.00	5,000.00	2,120.00	57.60	
Professional Services-IT	2,957.98	32,757.08	35,000.00	2,242.92	93.59	
Printing & Reproduction	226.09	11,160.32	11,000.00	(160.32)	101.46	Brochures for mosquito season
Research	0.00	0.00	1,000.00	1,000.00	0.00	
Seminars and meetings	255.62	27,762.17	29,710.00	1,947.83	93.44	
Supplies, laboratory	1,844.09	22,053.52	16,100.00	(5,953.52)	136.98	New traps
Supplies, mechanical	2,362.28	49,793.08	25,000.00	(24,793.08)	199.17	Transmission replace/Fleet services
Supplies, gasoline	5,750.69	56,841.26	50,000.00	(6,841.26)	113.68	Extra trucks for seasonals
Supplies, office	440.95	12,273.82	13,000.00	726.18	94.41	
Supplies, Mosquito Fish	3.87	1,329.73	30,000.00	28,670.27	4.43	
Supplies, operations	495.67	11,646.71	18,000.00	6,353.29	64.70	
Supplies, pesticides	0.00	48,687.07	50,000.00	1,312.93	97.37	
Supplies, Communications	1,358.66	8,087.82	11,200.00	3,112.18	72.21	
Supplies, Education Program	0.00	269.94	700.00	430.06	38.56	
Supplies, safety	265.17	20,875.96	20,000.00	(875.96)	104.38	
Benefit Assesment Admin Cost	0.00	114,484.25	115,000.00	515.75	99.55	
Communications, field	2,841.88	29,197.07	28,000.00	(1,197.07)	104.28	
Telephone, Internet	998.30	11,839.08	24,500.00	12,660.92	48.32	
Telephone , Office	1,046.27	12,050.30	14,000.00	1,949.70	86.07	
Training , CEU's	143.00	7,338.00	4,000.00	(3,338.00)	183.45	Recertification fees
Uniforms and clothing	747.65	11,076.75	27,000.00	15,923.25	41.03	
Utilities, Electric	1,597.20	30,646.68	39,000.00	8,353.32	78.58	
Utilities, Natural Gas	151.90	2,281.20	3,000.00	718.80	76.04	
Utilities, Water	0.00	1,693.10	2,000.00	306.90	84.66	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed
June 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Automobile Lease	2,490.00	80,866.28	73,800.00	(7,066.28)	109.57	Lease pay-off for 7 trucks
TOTAL OPERATING EXPENSES	46,724.72	1,095,728.07	1,145,128.00	49,399.93	95.69	
TOTAL EXPENSES	290,505.86	4,120,886.43	4,604,913.12	484,026.69	89.49	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed
June 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
RESERVES						
Reserve, Unallocated Gene	0.00	0.00	0.00	0.00	0.00	Transferred to Building/Facilities
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	612,923.00	612,923.00	0.00	
Reserve, Pension Liability	0.00	0.00	200,258.00	200,258.00	0.00	
Reserve, Building/Facilities	0.00	0.00	100,000.00	100,000.00	0.00	From Unallocated General Reserves
Reserve, Vehicle Replacement	0.00	59,300.00	103,060.00	43,760.00	57.54	
TOTAL RESERVES	0.00	59,300.00	2,342,441.00	2,283,141.00	2.53	

**MINUTES of the San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
June 14, 2019**

Trustees Attending

1. Roger Chandler (Arcadia)
2. Joseph Rocha (Azusa)
3. Cruz Baca (Baldwin Park)
4. Rick Barakat (Bradbury)
5. Corey Calaycay (Claremont)
6. Henry M. Morgan (Covina)
7. Margaret Finlay (Duarte)
8. Jerry Velasco (El Monte)
9. Charles Myers (Glendora)
10. Catherine Marcucci (Industry)
11. Manuel Garcia (Irwindale)
12. Dan Holloway (La Puente)
13. Elyse Rasmussen (La Verne)
14. Jamie Bissner (L.A. County)
15. Becky Shevlin (Monrovia)
16. Joseph Leon (Monterey Park)
17. Rachel Janbek (Pasadena)
18. Tim Sandoval (Pomona)
19. Sandra Armenta (Rosemead)
20. Emmett Badar (San Dimas)
21. Juli Costanzo (San Gabriel)
22. John Copoccia (Sierra Madre)

Trustees Absent

1. Stephen Sham (Alhambra)
2. Becky Shevlin (Monrovia)
3. Marina Khubesrian (So. Pasadena)
4. Cynthia Sternquist (Temple City)
5. Allen L. Wu (Walnut)
6. Vacant (West Covina)

Staff Attending

Jared Dever
Melissa Doyle
Levy Sun
Jason Farned
Carol Anne Hagele

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 Calaycay led the Pledge of Allegiance

3. Opportunity for Public Comment on Non-Agenda Items

President Calaycay called Mr. Harry Boyd to address the Board of Trustees regarding concerns over the District's new out-of-service swimming pool program. At the conclusion of Mr. Boyd's comments, President Calaycay requested a copy of the letter prepared by Mr. Boyd.

Other Public Comments:

None

4. Consent Calendar

- A. List of Claims for the month of May**
- B. Budget Status Report for May**
- C. Minutes of Board of Trustees Meeting May**
- D. Operations Report**

E. Surveillance Report**F. Communications Report****G. April 2019 Monthly Treasurer Report / District Working Balance for June 2019**

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

5. Consider Amendments to Employment Agreement between the San Gabriel Valley Mosquito and Vector Control District and Employee, Jared Dever

President Calaycay reported that the board met in closed session during the May 10, 2019 Board of Trustees meeting to conduct the annual performance review for District Manager, Jared Dever. President Calaycay stated that Board members determined to amend the contractual monthly compensation and benefit allocations for Mr. Dever.

A motion made by Trustee Morgan to approve the recommended changes to District Manager Jared Dever contractual monthly compensation and benefit allocations was seconded by Trustee Leon and unanimously approved.

6. Consider Candidate for Professional Accounting Services to Conduct the District's Annual Audit as Recommended by the Finance Committee

Trustee Tim Sandoval reported the Finance Committee's recommendation on behalf of Vice President, Becky Shevlin. Trustee Sandoval stated that the Finance Committee conducted interviews of three professional accounting services firms selected from the pool of Request for Proposals (RFP) respondents on May 3, 2019. Trustee Sandoval announced that the Finance Committee has recommended Nigro & Nigro, PC for a contract period of two fiscal years to conduct the District's annual audit.

A motion made by Trustee Sandoval to approve the Finance Committee recommendation to hire Nigro & Nigro, PC for a contract period of two fiscal years, seconded by Trustee Chandler, was unanimously approved.

7. Distribution of Annual Engineers Report

District Manager Jared Dever presented the Engineers Report and advised that Melanie Guillory-Lee, Consultant for the Districts' engineering firm, SCI, was present to answer any questions.

No questions or discussion followed. The report was received.

8. Consider Approval of Resolution 2019-01 to Order Collection of Special Benefit Property Taxes, Inclusive of FY 2019/20 Budget

President Calaycay asked if any correspondence had been received by District staff in response to the either the publication of the draft annual budget or the public notice of the intent to collect special benefit assessment. District Manager Dever responded that none had been received.

President Calaycay opened the Public Hearing to receive Public Comments. No comments were made.

A motion made by Trustee Chandler to close the Public Hearing was seconded by Trustee Morgan. President Calaycay closed the Public Hearing.

President Calaycay opened the discussion period to receive comments from board members. No comments were made.

A motion made by Trustee Finlay to approve Resolution 2019-01 to Order Collection of Special Benefit Property Taxes, seconded by Trustee Morgan, was passed unanimously.

9. Consider Approving Job Descriptions for Positions Proposed in Resolution 2019-01, FY 2019/20 Annual Budget

District Manager Dever stated that the new job titles and job descriptions had been created for two positions approved in the FY2019/20 annual budget and need to be formally adopted by the Board. Manager Dever asked if board had any questions on positions. No questions were asked.

A motion made by Trustee Morgan to adopt the job titles as presented in the board agenda package, seconded by Trustee Baca, was passed unanimously.

10. District's Administration

A. AMCA Washington D.C. Conference, S.M.A.S.H. Act Update

District Manager Dever informed the Board that members of the American Mosquito Control Association are encouraging Congress to pass and fund the S.M.A.S.H. Act. The act would make grants funds available to local mosquito control agencies to help improve mosquito control efforts and suppress the spread of invasive *Aedes* mosquitoes.

B. SGVCOG Planning Technical Advisory Council, Unified Out-of-Service Swimming Pool Ordinance

District Manager Dever stated that he has made several presentations to San Gabriel Valley Council of Governments committees in an effort to gain support for a unified out-of-service pool ordinance.

C. District Facilities Exploration Sub Committee Meeting Report

District Manager Dever reported that the newly formed District Facilities Exploration Sub Committee had met on May 3, 2019 and discussed costly maintenance issues, limited capacity of current property, and strategies for expanding capacity to meet the growing

needs of the District. Trustee Chandler noted that District Manager Dever had toured several properties in the City of Arcadia as potential temporary facilities for staff members and equipment.

President Calaycay requested that further facility considerations be discussed at the July 2019 Board of Trustees meeting.

11. Board Bites: Monthly Summaries of District Activities

District Manager Dever advised that Trustee Velasco had requested a list of bullet points summarizing district activities that would be available each month for board members to report back to cities.

12. Department Reports

A. Operations

Operations Manager Jason Farned gave an update on the annual aerial pool program, including number of pools, status of responses, and the overall resolution rate. Farned stated that this program has resulted in a substantial reduction in staff hours to inspect and treat out-of-service pools.

Trustee Calaycay requested a summary report on the new pool program, broken down by city, be distributed to trustees.

B. Surveillance

Scientific Programs Manager Melissa Doyle reported that mosquito populations are increasing and dead birds have been collected and submitted for testing. However, no WNV positive mosquitoes or birds have been collected in 2019. Doyle stated that Coachella Valley Mosquito and Vector Control District has had many positive mosquito samples.

Trustee Chandler suggested that the dead bird hotline information should be shared with cities. District Manager Dever stated it will be included in board bites and sent to each city.

C. Communications

Communications Director Levy Sun reviewed the wide variety of advertisements produced and distributed by Communications Department staff. Advertisements have been displayed at movie theaters, online publications, social media, and local newspapers. Sun reported that the District mascot, Ada Eez, made an appearance during the South Pasadena City Council meeting in May. The visit was made to promote the District's Bite Back prevention program and the upcoming town hall mosquito training event. Sun previewed for the board a new music video titled "Don't Bring Back the Aedes". The video was created in-house and will be released in conjunction with National Mosquito Control Awareness Week on June 24-28, 2019.

13. Trustee Reports

Trustee Barakat requested that future board bites include information on the Districts' swimming pool program. District Manager Dever confirmed these data will be included.

New Business

No new business was reported.

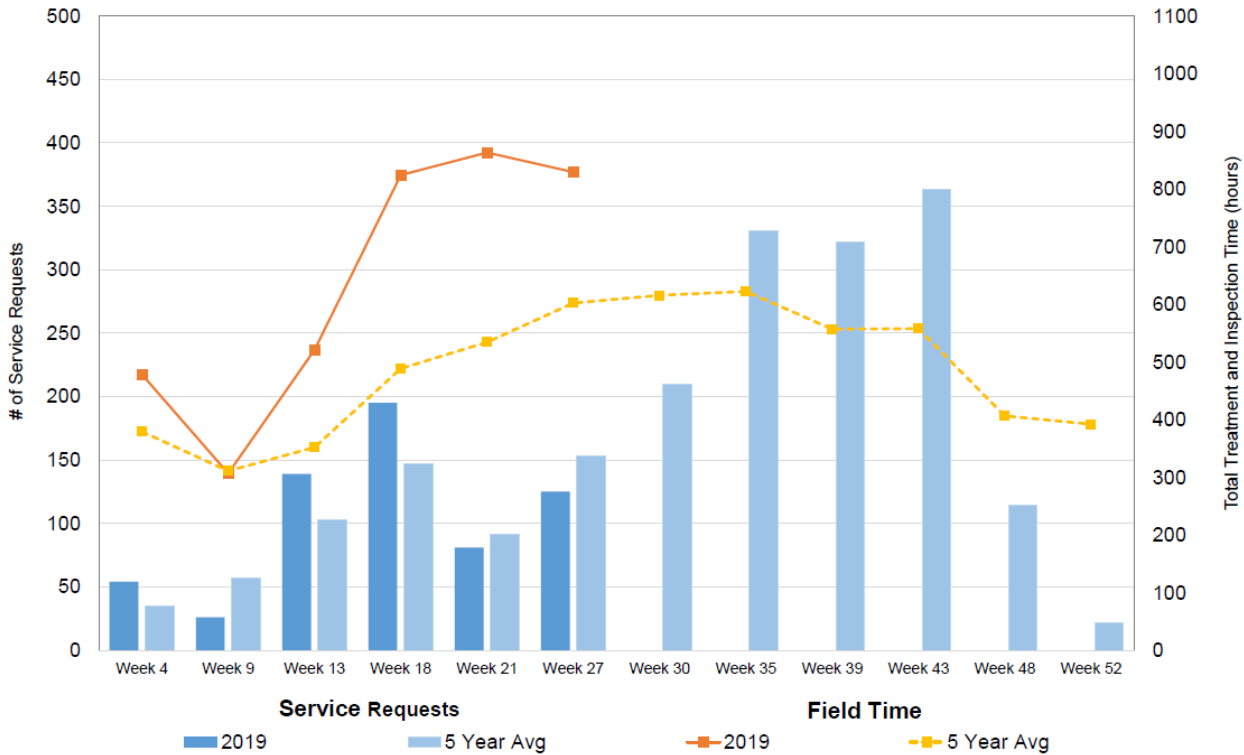
14. Adjournment

No motion. The meeting was adjourned at 7:56 AM.

Operations Report

Disease Weeks 22-26 | May 26 – June 29

Operations Workflow:



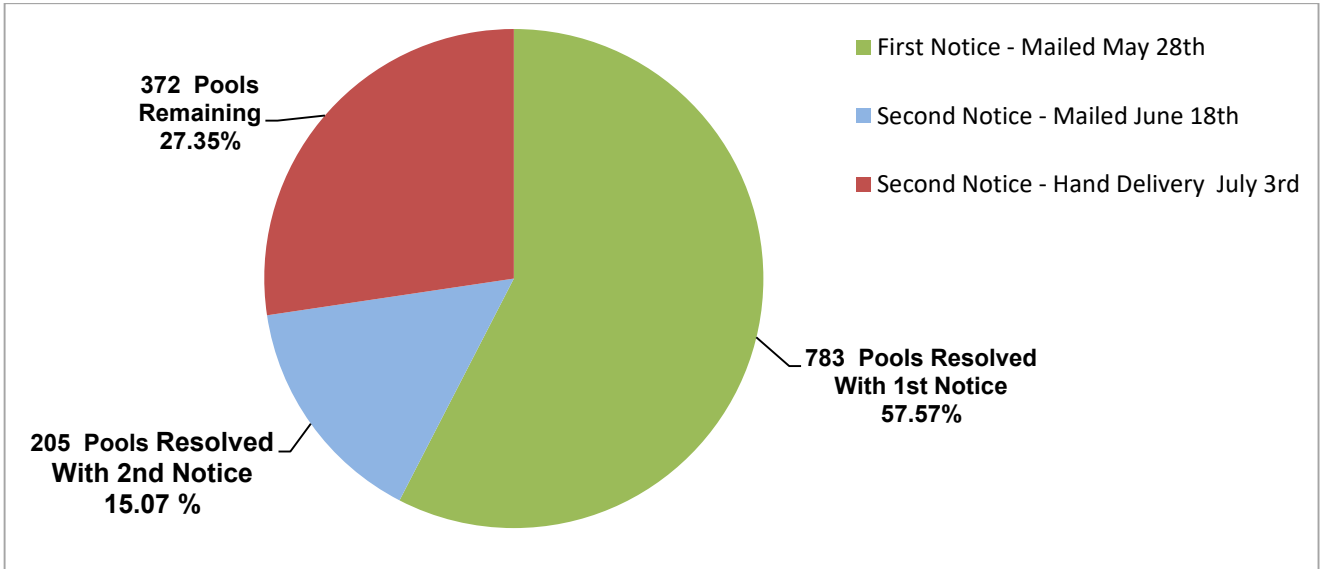
Operations Summary:

The District’s swimming pool program is ongoing and to date has resolved just under 1,000 swimming pools. *See the results chart below.* A third and final notice will be sent to any properties that have not responded by July 12. The resolution of unmaintained swimming pools is moving quickly and currently 3 weeks ahead of last year. Early resolution of these problematic sources will have a positive impact of mosquito suppression.

The field team responsible for treating the underground storm drains has successfully maintained a consistent maintenance schedule for the district’s most problematic systems. They are currently working with the surveillance department to identify additional systems to expand their scope.

The District completed development and training for a new intake and response procedure for service requests. This new initiative is a response to a sharp increase in demand from residents for service. Response teams will focus on education to encourage residents to maintain their own properties in the fight against invasive *Aedes*. Property consultations will be offered to residents who report mosquito activity and will include a property evaluation and maintenance report, as well as educational material for them and their neighbors.

Aerial Surveillance Pool Program: Results YTD



Chemical Usage:

Larvicides/Pupicides				
Method of Action	Target	Amount	Area Treated	
Larvicide Oils (Surface Film)				
Suffocation	Mosquitoes	4.62 gal.	43018	sq .ft.
Insect Growth Regulators (IGR's)				
Inhibits metamorphosis	Mosquitoes	21.96 lbs.	34250	sq.ft.
Bacterials				
Ingestion, toxicant	Mosquitoes	2.40 gal.	1218096	sq.ft.
Ingestion, toxicant	Mosquitoes	86.77 lbs.	2653953	sq.ft.
Ingestion, toxicant	Black flies	48.11 gal.	13353	m ³
Biologicals				
Mosquito fish	Mosquitoes	501 ea.	5570	sq.ft.

Zone Specialists:

Zone	Specialist	Cities
1	Marc Mitchell	Alhambra, Monterey Park, San Gabriel and South Pasadena
2	Leslie Conner	Altadena, Pasadena

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3	Darrin Jones	Arcadia, Sierra Madre, Temple City
4	Jon Halili	Baldwin Park, El Monte and Rosemead
5	Ignacio Ureña	Azusa, Bradbury, Duarte, Irwindale, Monrovia
6	Marco Gaytan	Industry, La Puente, West Covina
7	Steven Gallegos	Covina, Glendora, San Dimas
8	Hendricks Peña	Claremont, La Verne, Pomona, Walnut

Surveillance Department
Disease Weeks 22-26 | May 26 – June 29

The surveillance department trapped for mosquitoes throughout the San Gabriel Valley (SGV) in weeks 23 - 26. Traps are placed in a variety of location types to provide optimal surveillance for disease-carrying mosquitoes weekly. Mosquito samples were submitted for testing weekly.

Disease Surveillance in San Gabriel Valley

- No human infections have been reported in 2019 in SGV
- No positive dead birds have been reported in SGV
- 7 dead birds were collected during weeks 23 – 26 and all were negative for West Nile virus (WNV)
- No positive mosquito samples in SGV
- 143 mosquito samples were submitted for testing, 0 positive samples reported as of 7/1/2019

Mosquito Activity in San Gabriel Valley

Increased mosquito activity has been observed in weeks 23 – 26. The majority of the mosquitoes captured are the WNV carrying southern house mosquito. Invasive Aedes mosquito populations are currently low in SGV. The Aedes mosquito populations are expected to rise as the temperatures increase.

- 12,707 mosquitoes were collected in weeks 23 – 26 from 237 traps
- 31,878 mosquitoes have been collected in 2019

The average number of mosquitoes caught per trap in SGV for weeks 23 – 26 are displayed in the chart. The average trap captures for the same weeks in 2018 are also provided. Average trap numbers provide insight into the general mosquito activity in the area.

Average Catch by Week		
	2019	2018
23	28.1	50.3
24	89.9	64.4
25	63.1	63.3
26	33.0	76.1

In June 2019, the overall average number of mosquitoes captured per trap decreased in comparison to June 2018. The decrease in observed populations in 2019 in comparison to 2018 could be attributed to increased time in the field zone specialists due to

innovations such as the texting program for unmaintained swimming pools and more efficient treatment cycles of the underground storm drain system.

Disease Surveillance in California

WNV activity is continuing to increase to the east and north of Los Angeles county. San Bernadino county had their first mosquito sample test positive for WNV and in the Coachella Valley continues to experience high rates of positive mosquito samples.

West Nile Virus Activity in California			
	2019	2018	5 Year Average
WNV Positive Birds / Number Tested	13 / 709	35 / 695	177
WNV Positive Mosquito Samples / Number Tested	351 / 13,425	47 / 12,996	273
Human Cases	0	9	3

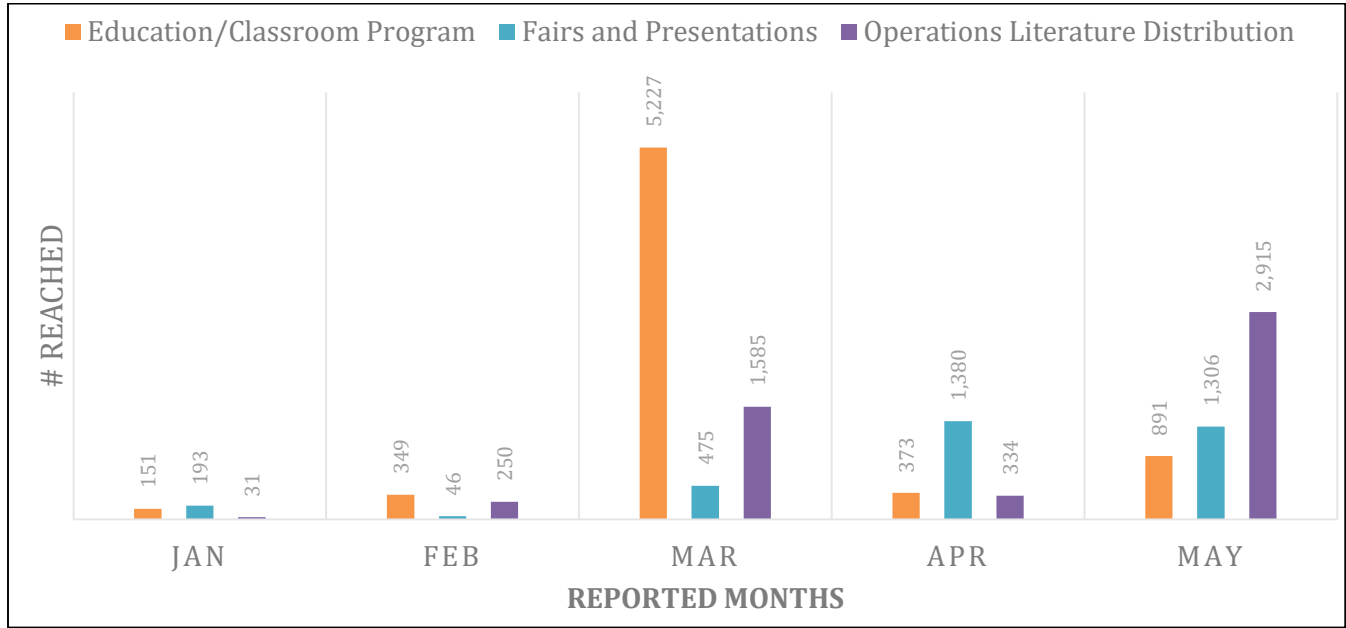
Other News

The Surveillance Department began a collaborative project with researchers from University of California, Irvine and Orange County Mosquito and Vector Control District about ecological preferences of *Aedes aegypti* and *Aedes albopictus*. The project will use the data collected for surveillance and operations to shed light on how these two species compete for shared breeding habitat.

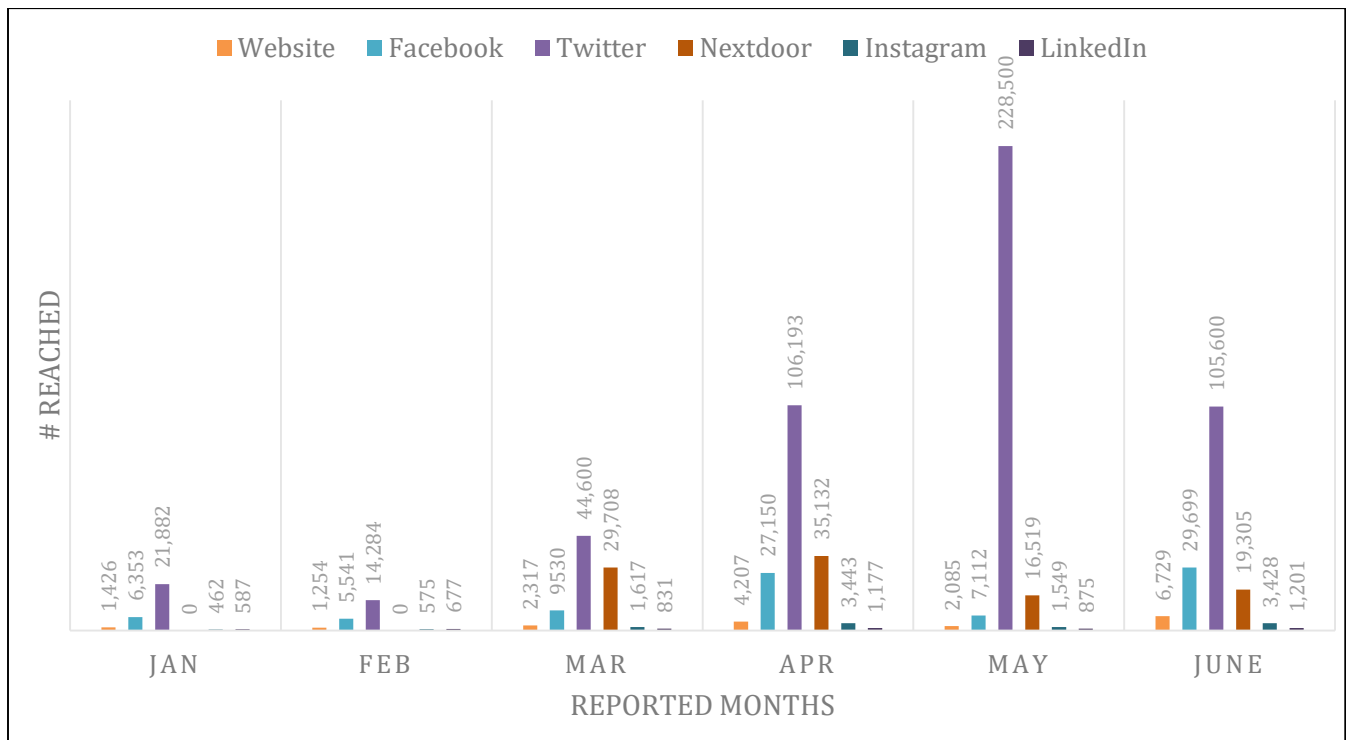
Senior Vector Ecologist Angela Briscoe retired at the end of June. The district benefitted from Ms. Briscoe's extensive experience in vector control. She was responsible for building the WNV surveillance program, conducting in-house WNV testing, and providing trainings. Her nurturing and giving nature is missed at the district by her coworkers who hope that her retirement is filled with coffee, chocolate, and King Cake during Mardi Gras.

Communications Department
Disease Weeks 22-26 | May 26 – June 29

Outreach Activities:



Digital Activities:



Media Activity/E-Blasts:

Date	Media Outlet/Activity	Headline
6/13	WAMU 88.5	It's A West Nile (Virus) Story: Fairfax County's Bug Rapper Returns With New Video
6/21	South Pasadenan	Invasive Mosquitoes Pose New Threat to South Pasadena
6/24	Press Release	National Mosquito Control Awareness Week
6/25	Pasadena Star News San Gabriel Valley Tribune	Mosquito district makes video to mock, we mean rock the '80s (and fight the Zika virus)
6/27	EcoHealth Newsletter	Educators: Sign-up for EcoHealth for next academic year

EcoHealth Program

1. Promoted EcoHealth, including citizen science Vector Inspector Program (VIP), to educators through e-newsletter and mass-mailers to 560 educational institutions within the District
2. Created a duplicate materials list for education program supplies for the coming fiscal year and second Education Specialist
3. Developed a rough draft of the new Family Feedback Survey with a focus on determining underlying reasons for resistance to repellent use by residents and measuring source reduction behavior change
4. Continued training of Outreach Assistant in conducting preschool programs

General Outreach

1. Events
 - a. Signing up summer and autumn events, including National Night Out
2. Campaigns
 - a. National Mosquito Control Awareness Week
 - b. Mosquito Safety ads
 - i. Movie theaters and websites
 - c. SoCal News Group ads
3. Advertising
 - a. Continue digital advertising on FB and Google platforms
 - b. SoCal News Group – Digital and print ad for June
 - c. NCM – Digital and on-screen ads



CAMPAIGN DESCRIPTION

To raise awareness and educate the public on the health threats mosquitoes pose to our communities, the American Mosquito Control Association declared June 23 - 29 National Mosquito Control Awareness Week. The District went the extra mile by releasing a music video called “Don’t Bring Back The Aedes” and engaging in an East Coast-West Coast social media interaction with Fairfax County Health Department in Virginia.

OFFICIAL CAMPAIGN HASHTAG: #NationalMosquitoWeek

CAMPAIGN WEBSITE: MosquitoAwareness.org

PLATFORMS

The District ran the campaign on YouTube, Facebook, Twitter, Instagram, and LinkedIn. Content was posted across all social media platforms and the District encouraged others to do the same. The District also utilized Ada Eez, the District mascot and her social media platforms, to generate conversations during National Mosquito Control Awareness Week.

SOCIAL MEDIA BY THE NUMBERS

Platform	Posts	Reached
Facebook	17	21,368
Twitter	79	33,610
Instagram	13	2,019
LinkedIn	5	248
Ada Eez the Aedes Mosquito: Reached		
Facebook	Twitter	Instagram
2,564	17,500	206

KEY HIGHLIGHTS

The District created a social media playbook that was accessible to everyone via the campaign URL MosquitoAwareness.org and encouraged mosquito and vector control agencies, public health agencies, community organizations, and cities in the District to share campaign content on their digital platforms. This effort included elected officials like L.A. County Supervisor Kathryn Barger, cities in our District like Pasadena, Duarte, Monrovia, and Claremont.



“Don’t Bring Back The Aedes” Music Video

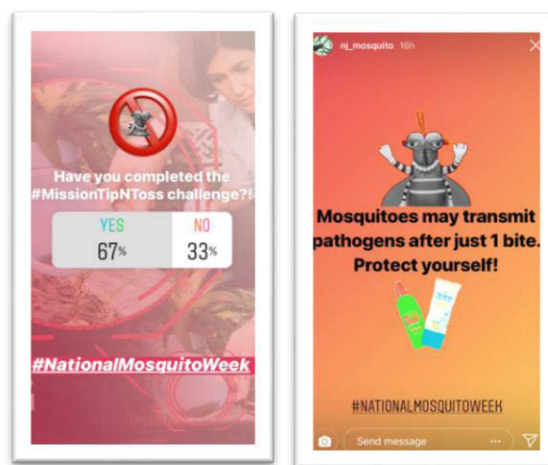
Our music generated **18.2K views** in one week across our social media platforms. The music video was also covered in the WAMU 88.5, Pasadena Star News, and San Gabriel Valley Tribune.

East Coast-West Coast Battle

The District was also in a “battle” with the Fairfax County Department of Public Health in Virginia. Posts and content were created to help build the conversation between both agencies.

Graphic Interchangeable Format (GIF) Official

The District also engaged with new means of communication using graphic interchangeable formats (GIFs). GIFs are being shared everyday via Twitter, Facebook, Instagram, and direct messaging apps. The District developed a library of original GIFs that are now available to everyone on social media. Nationwide, people have been using the Districts mascot Ada Eez GIFs to promote their mosquito programs.



Mission Tip ‘N Toss

The District participated in a challenge campaign started by the Orange County Mosquito and Vector Control District to “tip ‘n toss” mosquito sources.

July 12, 2019

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

SUBJECT: July 1, 2019 District Working Fund Balance

July 1, 2019 balance:	\$3,140,396.68
June 1- June 30, 2019 expenditures:	\$308,567.15
July 1, 2019 Working Fund Balance:	\$2,831,829.53

Respectfully Submitted:



**Jared Dever
District Manager**

Treasurer's Report-May 2019
San Gabriel Valley Mosquito and Vector Control District

The attached Treasurer's Report is for May 2019.

The Total of All Funds Balance is \$5,379,777.68

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.

A handwritten signature in blue ink, reading "Bechli. Agulini", written over a horizontal line.

Authorized Board of Trustee Member

**San Gabriel Valley Mosquito and Vector Control District
Treasurer's Report (based on Balance Sheet Detail Activity Report,
Period 11, FY 2018-2019 received on June 1, 2019**

Item 4.7

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	2.14%	\$1,383,096.39	interest	\$0.00	LAIF Statement (May 2019)	\$1,383,096.39

Maturity Date: Perpetual
Interest rate as of May 2019

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	1.84%	\$3,406,722.95	interest Trust Warrant #684 Sec Mst 2018-19 2nd pd Red Mstr 2018-19 3rd pd	\$5,708.71 (\$260,242.56) \$565,808.44 \$8,967.66	ND 24 Per 11 ND 24 Per 11 ND 24 Per 11 ND 24 Per 11	\$3,726,965.20

Maturity Date: Perpetual
Interest rate as of May 2019

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$200,000.00	Deb Activity-May 2019 Sweep Trust Warrant #684 A. Brisco-Med Ins ADP American Fidelity	(\$688,508.06) \$425,799.59 \$260,242.56 \$1,628.54 \$662.93 \$174.44	CB Statement May 2019	\$200,000.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account	\$282,969.42	Deb Activity-May 2019 Deposit	(\$425,799.59) \$212,546.26	CB Statement May 2019	\$69,716.09

**Total Beginning
Balance**

\$5,272,788.76

**Total End
Balance**

\$5,379,777.68

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

Date: July 12, 2019

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

Subject: Consider Candidates for The California Special Districts Association (CSDA) Southern Network Board of Directors - Seat B

Exhibit(s): 7A

Background

Each of the California Special Districts Association (CSDA) six regional divisions have three seats on the Board. Board members are either special district board members/trustees or management-level employees of a member district. All CSDA member districts are entitled to nominate and vote for one director to represent the region. Candidate Consideration letters have been submitted to the District for the Board of Trustees consideration (**EXHIBIT 7A**).

Manager's Recommendation

That the Board of Trustees nominate a candidate, if so desired, to be considered for the Southern Network Board of Directors Seat B.

Fiscal Impact

There is no fiscal impact associated with this item.

Respectfully submitted,



Jared Dever
District Manager



SERRANO WATER DISTRICT
18021 EAST LINCOLN STREET
VILLA PARK, CA 92861-6446
714-538-0079

Directors

C.L. "Larry" Pharris, Jr., President
Greg Mills, Vice President
Frank O. Bryant
Jerry L. Haight
Brad Reese

Jerry Vilander, General Manager

June 5, 2019

Dear General Manager:

It is my honor to request your agency's support and vote for election to CSDA Seat B (California Special Districts Association) for the 2020-2022 term. Please disseminate this letter and attached candidate statement of experience to your agency's governing board.

I have served on the Serrano Water District Board for over three years and am currently the Board Vice President providing solid leadership and guidance with the District's Finance and Insurance Committees. Additionally, I have served as the District's representative for the ACWA-JPIA Insurance Committee for the past year.

Previously, I served on the Villa Park City Council for a four-year term including one term as Mayor and another as Mayor Pro-Tem. During my tenure with the City of Villa Park, I was very involved and an active participant in many sensitive community issues including the Community Development Committee, shortening the permitting process. Additionally, I served on the Orange County Sanitation District as a Board Member for two years proactively involved in many of the improvements that residents benefit from today. I also served a three-year term on the Orange County Vector Control District.

During my tenure here at Serrano Water District, I have been instrumental in spearheading financial programs, planning and fiscal analysis including capital improvement programs and ensuring that the District is providing high-quality water to its constituents in the most cost-effective manner. My personal commitment to the Serrano Water Districts ratepayer is emblematic of the successful stewardship towards ensuring that all assets are maintained and replaced within best industry practices.

June 5, 2019
Page 2

Additionally, I have been fundamentally involved with the District's long-term planning including common sense initiatives for maximum rate payer benefit at minimum cost. I possess a solid understanding of Special Districts and believe that they provide better governance and improved local control. Also, I am actively involved with attending LAFCO meetings which provides me with the knowledge and skills necessary to work collaboratively in the best interest of Special Districts. Again, I am requesting your vote for the CSDA Seat B position. I am committed to working with all of the voting agencies to accomplish their goals. My statement of qualifications is attached for your perusal.

If you have any questions, kindly contact our General Manager, Jerry Vilander, at (714) 538-0079 or through email at jerryv@serranowater.org. Thank you for considering me for the CSDA Seat B position.

Sincerely,



Greg Mills
Serrano Water District, Vice President

cc: Board of Directors
Jerry Vilander, General Manager

Attachment

Greg Mills

Seat B CSDA

EXPERIENCE

BUSINESS

- Small business owner – fifteen years
- Analytical Chemist – six years
- Process Engineer – six years
- Technical Marketing Manager – three years
- Marketing Director – three years
- Marketing Executive – five years



COMMUNITY INVOLVEMENT

- Board Member (Vice President) - Serrano Water District three years
- Villa Park City Councilman – four years; One term Mayor and one term Mayor Pro-Tem (one year each)
- Orange County Sanitation District - Director two years
- Orange County Vector Control District - Director three years
- ACWA-JPIA - Representative Serrano Water District
- Villa Park Family Picnic – five years
 - Chair – three years
- Eagle Scout
- Villa Park Rotary - Board member twenty-one years.
 - Club President; Paul Harris Fellow
- Indian Princess YMCA - seven years
- Orange Elks Lodge – seven years

PROFESSIONAL

- American Chemical Society – thirty years
- CS Mantech – eleven years
- PDA (Parenteral Drug Association)– five years
- ISPE (International Society of Pharmaceutical Engineering – eight years
- SEMI (Semiconductor Equipment and Manufacturer Institute – nine years
- Optical Society of America – four years
- MEPTEC
- AVS (American Vacuum Society)
 - ICMCTF

EDUCATION

- B.A., Chemistry – Illinois College
 - Phi Alpha President/Vice President
- M.S., Engineering Management – Santa Clara University

PERSONAL

- Married – 25 years. Wife: Journalist and active member of the community. One daughter currently at university.



10440 Ashford Street, Rancho Cucamonga, CA 91730-2799
P.O. Box 638, Rancho Cucamonga, CA 91729-0638
(909) 987-2591 Fax (909) 476-8032

John Bosler
Secretary/General Manager/CEO

April 19, 2019

Ms. Rose Alba
San Gabriel Valley Mosquito and Vector Control District
1145 N Azusa Canyon Road
West Covina, CA 91790-1048

Dear Ms. Alba,

It is with great pleasure that I forward for your consideration a candidate statement for Director Kathleen Tiegs who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Tiegs has served admirably on the Cucamonga Valley Water District Board of Directors since 2005. She is actively involved in CSDA, as well as with the Association of California Water Agencies, and has served in numerous leadership positions with both organizations.

Attached you will find a candidate's statement summarizing some of her many accomplishments. You will also get a true sense of her integrity as a leader and her passion as an advocate for special districts throughout California. Also, Director Tiegs will attend Special Districts Legislative Days being held in Sacramento May 21-22, 2019 if you would like to meet her in person and discuss her commitment to serving you and your district.

I encourage you to forward this information to your Board of Directors and consider supporting her candidacy for the 2019 elections which will take place June 17th to August 9th. Please do not hesitate to contact me, if you need additional information or if you would like her to contact your Board of Directors. Thank you for your consideration in this matter.

Sincerely,

John Bosler
General Manager/CEO

James V. Curatalo Jr.
President

Luis Cetina
Vice President

Oscar Gonzalez
Director

Randall James Reed
Director

Kathleen J. Tiegs
Director

Kathleen J. Tiegs

2020-2022 California Special Districts Association
Board of Directors, Southern Network, Seat B



I am pleased to share with you my interest in serving as the Southern Network, Seat B, representative for the California Special Districts Association (CSDA) Board of Directors. Through my involvement with CSDA since 2011, I have served with great passion and commitment on the Board of Directors, and the Membership, Legislative, and By-laws Committees.

My experience on the Cucamonga Valley Water District (CVWD) Board of Directors has provided me with a solid foundation to lead. Elected to the CVWD in November 2005, I have served as the Board President and currently serve on the Legislative and Outreach, and Human Resources/Risk Management Committees. From 2014 to 2017 I was honored to serve in the capacity of President and Vice President of the Association of California Water Agencies (ACWA). My duties at ACWA provided me the extremely valuable opportunity to effectively dialogue with special districts across the state on the important issues they are facing and how we can solve them.

I also served on the Association of San Bernardino County Special Districts Board of Directors from 2010 – 2015 where I developed a network of colleagues in a variety of agencies with a common goal of serving the needs of our constituents. There are numerous critical issues that confront special districts today; these challenges will require strong, experienced leadership, as well as a commitment to preserving the special district's mission to make communities better by providing core local services and taking action through community collaboration.

Thank you for allowing me to share with you my experience, leadership and knowledge. I look forward to serving you and the entire CSDA organization.

With Best Regards,

Handwritten signature of Kathleen J. Tiegs in black ink.



May 22, 2019

Ms. Rose Alba
San Gabriel Valley Mosquito and Vector Control District
1145 N Azusa Canyon Road
West Covina, CA 91790-1048

Dear Ms. Alba,

It is with great pleasure that I forward for your consideration a candidate statement for Director Michael Mack who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Mack has served on the Rainbow Municipal Water District Board of Directors since 2016. He is actively involved in CSDA, serving on the Elections and Bylaws Committee, as well as with the Association of California Water Agencies.

Attached you will find a candidate's statement summarizing some of his many accomplishments. I encourage you to forward this information to your Board of Directors and consider supporting his candidacy for the 2019 elections which will take place June 17th to August 9th. Please do not hesitate to contact me, if you need additional information or if you would like him to contact your Board of Directors.

Sincerely,



Tom Kennedy
General Manager

ENDLESS POSSIBILITIES



My name is Michael Mack and I am honored to be seeking election to be on the Board of Directors of California Special Districts Association.

I was elected to the Rainbow Municipal Water District Board of Directors in December 2016 and appointed to serve as the District's representative at both ACWA and CSDA. My background includes a degree in horticulture and worked for the City of San Marcos for over thirty years. As the Parks Department Supervisor, I had many responsibilities including reviewing plans and inspection of new park and street median installations. I was both a Certified Playground Inspector and Irrigation Auditor. One of my main responsibilities was ensuring efficient usage of water resources. I calculated, determined, and programmed water requirements for the plant material for all parks and street medians within the City.

I have learned the importance of CSDA is we are the support system to help ensure efficient and productive services to both small and large communities throughout California at the local level of city governments. As your CSDA Board Member, I see endless possibilities and promise to tackle and meet the challenges our districts face. We all must work together for present and future needs for our special districts and by doing so we can and will achieve our goals. We must be proactive with our legislators and with this energy and commitment we can make the difference between success and failure.

I am very honored to have this chance to serve all of you and given this opportunity. I feel extensive service and experience in the public sector, I will work effortlessly to make those endless possibilities become reality.



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

June 3, 2019

BOARD OF DIRECTORS

ROBERT E. ALVARADO
Division 1

DON WILSON
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

San Gabriel Valley Mosquito and Vector Control District
ATTN: Ms. Rose Alba
Office Manager
1145 N Azusa Canyon Road
West Covina, CA 91790-1048

RE: SUPPORT FOR CSDA SEAT "B" IN SOUTHERN NETWORK

Dear Ms. Alba:

Palmdale Water District is honored to nominate Dennis LaMoreaux to serve on the Southern Network Board of Directors for the California Special Districts Association (CSDA). We respectfully request your support and vote in the upcoming election for Dennis to represent you. Enclosed is his candidate statement explaining his background and extensive qualifications that are critical for the continued success of the CSDA Board.

Dennis fully understands the important role special districts play to efficiently and responsibly provide services for the people of California. He is fully committed to strengthening the understanding of our role and helping to ensure we remain viable in California. Dennis' dedication, loyalty, knowledge and work ethic have made him a stellar leader for Palmdale Water District. We are confident that he will be a true asset to the Southern Network Board with your support.

Very truly yours,

VINCENT DINO,
President

KATHY MAC LAREN,
Vice-President

Enclosure

cc: PWD Board of Directors

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys



VOTE FOR DENNIS D. LaMOREAUX

CSDA SOUTHERN NETWORK

BOARD SEAT "B"

Fellow Southern Network CSDA Members,

I respectfully ask for your support to be the Seat "B" Board member for our area. I have worked with special districts in California for more than three decades and am confident that I have the skills, experience and commitment to be a strong proponent for our Network. There were several challenges and changes to special districts during my tenure. These include Little Hoover Commission reports, gaining representation on Local Agency Formation Commissions, and multiple efforts to better inform and educate State legislators. These challenges were handled successfully and made us stronger and more unified. My involvement with these matters will be helpful for both our Network and the entire Association as new issues arise.

My 30-plus years with special districts have been with Palmdale Water District and Rosamond Community Services District. Palmdale Water District celebrated 100 years of serving the community in 2018. It is a medium-sized water district with about 27,000 water service connections. It is a State Water Contractor that operates in an adjudicated groundwater basin and owns two surface water reservoirs and dams. Rosamond Community Services District was formed in 1966 to provide services in its area. It is a smaller district with 5,103 water and 4,738 sewer connections. It also operates streetlights and provides graffiti abatement. My experience in these different types of districts is valuable and gives a well-rounded background to understand and advocate for our Network.

The Southern Network has a large area and nearly 200 member agencies. I am fully committed to representing the entire Network as a board director. With your votes, I will be honored to work with current Southern Network Directors Arlene Schafer and Jo MacKenzie to make sure our needs are met and are well represented within the full CSDA Board.



Dennis D. LaMoreaux

Dennis D. LaMoreaux



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

Date: July 12, 2019

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

Subject: California Special Districts Association (CSDA) 2019 Annual Conference and Exhibitor Showcase, Anaheim, CA September 25 – 28, 2019

Exhibit(s): 8A, 8B, 8C

Background

The California Special Districts Association (CSDA) 2019 Annual Conference and Exhibitor Showcase will be held at the Anaheim Marriot from September 25 – 28, 2019. The schedule of presentations and breakout sessions is attached (**EXHIBIT 8A**). CSDA describes the conference in the following manner:

“The CSDA Annual Conference and Exhibitor Showcase is the one conference special district leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts.

Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, network with your peers, and more at the leadership conference for special districts.”

Attendee Pricing:

Early Bird Registration on or before August 23, 2019:
\$625 CSDA Member

In accordance with the SGVMVCD Personnel and Salary Resolution 92-11, Article XXIII, Section 2. Lodging, (**EXHIBIT 8B**) conference attendees will not be eligible for airfare or hotel lodging since the event location is less than 60 miles from the District headquarters. However, attendees may submit for personal vehicle mileage reimbursements within 10 days of completing authorized travel. Trustees attending the conference will receive Per Diem in an amount not to exceed \$55.00 for each full day of conference attendance.

Fiscal Impact

The approximate fiscal impact to the District per trustee selected to attend the California Special Districts Association (CSDA) 2019 Annual Conference and Exhibitor Showcase is as follows:

Conference Registration:	\$625.00
Per Diem (\$55 x 4):	\$220.00
<u>Mileage (\$.58 x 60 miles per day):</u>	<u>\$139.20</u>
Approximate Total per Trustee:	\$984.20

In anticipation of expanding trustee education opportunities, the adopted FY 2019/20 Annual Budget includes line item funding for Trustee Travel in the amount of \$28,840. The full balance of the line item is currently available as this is the first trustee education opportunity proposed in FY 2019/20.

The Board of Trustees voted to adopt changes to the SGVMVCD Personnel and Salary Resolution 92-11, Article XXIII, Section 2. Procedure, (**EXHIBIT 8B**) on March 8, 2019. The revised article defines the selection and approval process for Trustee attendance at conferences and other educational opportunities. Article 2. Procedure, allows the Board President to select trustee(s) that have submitted a Trustee Education Opportunity – Statement of Interest form (**EXHIBIT C**), or as required/allowed by their position held on the Executive Committee of the Board of Trustees.

Manager's Recommendation

It is recommended that trustees interested in attending the California Special Districts Association (CSDA) 2019 Annual Conference and Exhibitor Showcase submit a completed Trustee Education Opportunity – Statement of Interest form prior to the August 9, 2019 Board of Trustees Meeting. Members of the Executive Committee are not required to complete the Statement of Interest form, but must inform the Board President of their interest to attend prior to the "Early Bird" registration deadline of August 23, 2019.

Respectfully submitted,



Jared Dever
District Manager

THURSDAY 26, 2019

8:45 – 11:00 A.M.

OPENING KEYNOTE PRESENTATION

Mark Scharenbroich

Nice Bike – Making Connections that Move People

11:15 A.M. – 12:30 P.M.

CSDA Finance Corporation Board and Annual Meeting

11:15 A.M. – 12:30 P.M.

Application of the California Environmental Quality Act to Districts Projects

Lozano Smith

California on Fire: Special Districts Addressing Future Wildland Fires

SCI Consulting Group

California's Top 5 New Employment Laws in Response to the #MeTooMovement

Meyers Nave

Fast Track Your Leadership Succession Planning

CPS HR Consulting

Financing New Projects with New Revenues: CFD and Assessment District Planning, Implementation and Compliance

NBS

Policies vs. Procedures – What's the Difference?

CPS HR Consulting

Public Records Laws, Requests and Responses – What You Need to Know

Best Best & Krieger

2:15 – 3:30 P.M.

Are Your Electronic Devices Spying on You?

Streamline

Building Trust of Management and Staff within Your Board

BHI Management Consulting

Independent Contractor Do's and Don'ts

Aleshire & Wynder

Privacy in a Connected World Has Risks

Nossaman, LLP

Required Ethics AB1234 Compliance Training (Part 1)

Meyers Nave

Setting the Stage for Success: How to Prepare for Capital Improvement Financing

CSDA Finance Corporation

Transparency and Accountability: Updates on the Brown Act and Conflicts of Interest

Meyers Nave

3:45 – 4:45 P.M.

District Dissolutions – the Good, the Bad, and the Ugly: How LAFCOs can Initiate Involuntary Dissolutions, How Districts Can Initiate Dissolutions or Consolidations, and Why LAFCo Participation Matters

Colantuono Highsmith Whatley, PC

District Elections and the California Voting Rights Act: Who is Targeted, and What Happens When You Are Challenged?

National Demographics Corporation and Cole Huber LLP

General Manager Performance Evaluation: A Proven Approach that Helps Build an Effective Working Relationship Between the Board and Manager

Rauch Communication Consultants

Meeting Management: Tips for Efficient and Effective Public Meetings

Richards Watson Gershon

Promote the Small Stuff

Dublin San Ramon Services District and Probolsky Research

Required Ethics AB1234 Compliance Training (Part 2)

Meyers Nave

The Uniform Public Construction Cost Accounting Act and How it Benefits Public Works Projects Implemented by Special Districts

Panel Discussion

FRIDAY, SEPTEMBER 27, 2019

8:30 – 10:45 A.M.

SDRMA GENERAL SESSION, KEYNOTE, SAFETY AWARDS

Erik Qualman

11:00 A.M. – 12:15 P.M.

Courageous Authenticity

Liebert Cassidy Whitmore

Partnerships & Collaborations: Stretching Community Dollars and Resources

Institute for Local Government

11:00 A.M. – 12:15 P.M.

Recent Trends in Special District Finances and Employment

US Census Bureau

Special Districts and Drones: What Public Officials Need to Know about Unmanned Aerial Vehicles

Hanson Bridgett, LLP

Vesting Rights and Public Pensions in the 21st Century

Atkinson, Andelson, Loya, Ruud & Romo

What You Need to Do to Gain Public Support – an Action Plan for Your Upcoming Rate, Tax, or Assessment Increase

Rauch Communication Consultants

Whistle While Your Work!

Special District Risk Management Authority

12:30 – 2:00 P.M.

Legislative Update Luncheon

2:15 – 3:30 P.M.

Become a Media Darling

Communication Advantage

Dealing with Difficult People

CPS HR Consulting

Harassment Prevention Training for Board Members and Supervisors (Part 1)

Burke, Williams & Sorensen, LLP

It's a Jungle Out There: Public Entities are Being Attacked in All Directions. It's Not a Cruise It's a Journey

Special District Risk Management Authority

Preventing the Violence

Standards Training Group

Technology Law: What's New for Special Districts?

Atkinson, Andelson, Loya, Ruud & Romo

What's New in Prevailing Wage Compliance

Contractor Compliance and Monitoring, Inc

3:45 – 5:00 P.M.

A Blunt Reality? Drugs & Alcohol in the Workplace

Liebert Cassidy Whitmore

Harassment Prevention Training for Board Members and Supervisors (Part 2)

Burke, Williams & Sorensen, LLP

How to Collect Unpaid Bills: New Restrictions on Discontinuing Water Service

Richards Watson Gershon

Navigating and Implementing SaaS Agreements

Meyers Nave and Municipal Information Systems Association of California (MISAC)

Progressive Design Build: Innovative Construction through Collaborative Delivery Methods

East Valley Water District

Tips and Tricks to Increase Engagement and Service on Boards and Commissions

Institute for Local Government

We Don't Need No Legislature

California Special Districts Association

ARTICLE XXIII

TRAVEL AND PER DIEM

SECTION 1. Purpose

The District shall pay for expenses for authorized Trustees/Employees to attend approved conferences, seminars or meeting "events".

- A. The authorization for all Trustees/Employees shall be the approved budget for the event.
- B. The Employee may attend an event not specifically itemized in the approved budget providing the event will directly benefit the District, the event is approved by the Board of Trustees, and the cost of such event will not exceed the budgeted amount for travel.

SECTION 2. Procedure

A. Selection of Attendees

- 1. The District Manager shall appoint employees to attend conferences.
- 2. The Board President is responsible for approving Trustee attendance at all conferences, training, and non-conference meetings for which travel and incidental costs will be incurred.

Approved Events

The District will pay for expenses incurred by Trustees authorized to attend approved events. Approved events shall be those conferences, training and non-conference meetings included in the approved annual budget, and events not specifically itemized in the annual budget if the event will directly benefit the District and will not exceed the budgeted amount for travel, unless approved in advance by the Board of Trustees.

Advance Approval Required to Attend

Trustees desiring to attend conferences, training, and non-conference meetings for which travel and incidental costs will be incurred shall submit to the Board President no less than 30 days prior to the close of registration a brief written request expressing interest and how their attendance will benefit the District.

Exceptions

Board Officers and committee members of the Mosquito and Vector Control Association of California, the Vector Control Joint Powers Agency, and the California Special Districts Association are not required to submit a written request to attend the conferences of these organizations, nor obtain the approval of the Board President, as their attendance is required as a part of their respective position. Nevertheless, conference registration for these events should be submitted no less than 30 days prior to the close of registration.

B. Transportation

Transportation to and from the approved event shall be paid by the District. The Trustee/Employee shall secure the most economical mode of transportation in keeping with availability, convenience, and propriety.

1. When air travel is appropriate, coach class shall be utilized.
2. When air travel is used, attendees shall use the most economical means of travel from the airport to the event. If the most economical means of travel available is a rental car, the District shall pay the cost of the rental car, insurance, and fuel for authorized travel. Additional day's rental and fuel for personal travel shall be at the expense of the individual.
3. The minimum number of District vehicles shall be used within a 300-mile radius from the District Headquarters unless air travel is more cost efficient.
4. Every effort shall be made to use District vehicles. A private vehicle may be used with the District Manager's approval and shall be reimbursed in the amount authorized by the IRS for deduction if a District vehicle cannot be used. Use of personal vehicles shall comply with the provisions of Resolution 94-03, Resolution of the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District Adopting a Policy Regarding Use of Personal Vehicles for District Business.
5. The District Manager shall seek informal bids for the best possible airfare.
6. When spouses travel with Trustees or employees, it shall be at the expense of the Trustee/Employee. For insurance purposes, only Trustees and employees may travel in District vehicles. When the Trustee or employee must travel by air and the spouse is traveling with the Trustee/Employee, the District will provide travel arrangements for the spouse providing the Trustee/Employee pay for the cost of travel in advance.
7. Staff shall not earn overtime or be compensated while traveling to and from an out-of-town conference. Employees' regular work schedule may be adjusted for in-town conferences to avoid earning overtime or compensatory time. For the purpose of this Article, out-of-town conference shall mean attendance of a conference that requires overnight accommodations and in-town conference shall mean attendance of a conference which does not require overnight accommodations.

C. Lodging

The District shall pay the cost of accommodations.

1. The event must be outside a 60-mile radius from the District Headquarters in order to get overnight accommodation.
2. Reasonable cost accommodations shall be used by the Trustee/Employee in keeping with availability, convenience, and propriety.
3. When appropriate, the District will pay for all lodging in advance. If the District is unable to pay for accommodations in advance, the District either will issue a warrant

to the Trustee/Employee before departure to cover the cost of lodging or will reimburse the Trustee/Employee for the cost incurred within 10 days after returning from the event. All receipts must be submitted for reimbursement.

D. Registration

The District shall pay all registration fees for the event.

E. Per Diem

Trustees attending approved events shall receive \$55.00 per day and employees attending approved events shall receive \$40.00 per day to cover the following expenses while at the event.

- 1. Meals
- 2. Personal Travel (bus, gas, parking, etc.)
- 3. Gratuities (hotel, porter, restaurant, etc.)

F. Report of Expenditures

1. Within 10 days after returning from the event, the "Authorized Travel Expense Report" shall be completed, listing and totaling all actual business expenses, excluding meals, personal travel, and gratuities, with receipts for the event and reduced by any advances received. If the expenses are greater than the advances, any legitimate expenses will be reimbursed to the Trustee/Employee. If the expenses are less than the advances, the funds will be returned to the District to credit the travel account.

2. The form must be approved as follows:

<u>Trustee/Employee Affected by Policy</u>	<u>Approving Party</u>
Trustee	Secretary of the Board or designee of Board President
District Manager	Secretary of the Board or designee of Board President
Staff	District Manager

G. Conduct

While attending conferences, employees represent the image of the District and should dress and act appropriately. Inappropriate conduct may affect the employee's opportunity to attend future conferences.



**SAN GABRIEL VALLEY
MOSQUITO & VECTOR CONTROL DISTRICT**

1145 N. Azusa Canyon Road
West Covina, California 91790
(626) 814-9466 • FAX (626) 337-5686
e-mail: district@sgvmosquito.org

Trustee Education Opportunity - Statement of Interest
Please complete the form and submit to the Clerk of the Board
(mtanaka@sgvmosquito.org). Statements of Interest will be reviewed by the
Board President for approval consideration.

Conference/Meeting Title:

Meeting Date(s): _____

Please give a brief statement communicating your interest in attending this event, and the value the information/education will bring to your constituents:

Print Name: _____

Signature: _____ **Date** _____