

**San Gabriel Valley Mosquito & Vector Control District  
1145 North Azusa Canyon Road, West Covina, California 91790**

**Board of Trustees Meeting  
May 10, 2019  
7:00 AM  
Agenda**

- 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.*
  - 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 \***
- 5. Presentation: FY 2019/20 Annual Budget DRAFT \***  
(District Manager)
- 6. Preliminary Engineer's Report for Board Review \***  
(District Manager)
- 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.  
(Board President Corey Calaycay) (Reportable Action)

*\*indicates a written report*

- 8. **District's Administration**  
(District Manager)
  - A. **City of San Marino: Consideration of Potential Annexation**
  
- 9. **Department Reports**  
(Verbal Reports)
  - A. **Operations**  
Jason Farned Operations Manager
  - B. **Surveillance**  
Scientific Programs Manager Melissa Doyle
  - C. **Communications**  
Public Information Officer Levy Sun
  
- 10. **Trustee Reports**  
(Verbal Reports)
  
- 11. **New Business**  
Opportunity for Trustees to request future agenda items  
(Verbal Report)
  
- 12. **Adjournment**

<b>Public Information Committee</b>	
Juli Costanzo	Joseph Rocha
Manuel Garcia	Stephen Sham
Dan Holloway	Jerry Velasco
Charles Myers, Chair	Allen L. Wu
Elyse Rasmussen	

**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.”



\_\_\_\_\_  
 Esther Elliott  
 Clerk of the Board, San Gabriel Valley MVCD  
 Board of Trustees

*\*indicates a written report*

**SAN GABRIEL VALLEY MVCD**

**Claims List**

April 5, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
EFT	04/05/2019	AMERICAN FIDELITY ASSURANCE	6070 Premiums, life - Cafeter (Voluntary Insurance l	114.08
			6070 Premiums, life - Cafeter (Voluntary Insurance l	298.33
B878304			6070 Premiums, life - Cafeter (Voluntary Insurance l	1,270.59
			6070 Premiums, life - Cafeter (Voluntary Insurance l	219.76
			6070 Premiums, life - Cafeter (Voluntary Insurance l	54.95
				<u>1,957.71</u>
EFT	04/05/2019	LINCOLN FINANCIAL GROUP		
April			6065 GROUP TERM LIFE	308.42
			6070 Premiums, life - Cafeter (Voluntary Insurance l	361.95
				<u>670.37</u>
EFT	04/05/2019	PERS		
Ref PO 23305			6200 RETIREMENT - CLASSIC (Employer Contribu	64.20
			6200 RETIREMENT - CLASSIC (Employer Contribu	64.20
			6201 RETIREMENT - PEPRA (Employer Contributic	42.81
			6201 RETIREMENT - PEPRA (Employer Contributic	42.81
			6201 RETIREMENT - PEPRA (Employer Contributic	42.81
			6200 RETIREMENT - CLASSIC (Employer Contribu	564.78
			6200 RETIREMENT - CLASSIC (Employer Contribu	968.99
PR of 4/5/19			6200 RETIREMENT - CLASSIC (Employer Contribu	1,360.23
			6200 RETIREMENT - CLASSIC (Employer Contribu	299.81
			6201 RETIREMENT - PEPRA (Employer Contributic	106.90
			6201 RETIREMENT - PEPRA (Employer Contributic	1,935.87
			6201 RETIREMENT - PEPRA (Employer Contributic	80.08
			6201 RETIREMENT - PEPRA (Employer Contributic	387.12
			6201 RETIREMENT - PEPRA (Employer Contributic	398.21
				<u>6,358.82</u>
16256	04/05/2019	AJG ACCOUNTING & BOOKKEEPING SRVCS, IN 6187 AUDITOR (For professional services rendered		180.00
				<u>180.00</u>
2329				

**SAN GABRIEL VALLEY MVCD**

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
16257	04/05/2019	AMCA	6150 MEMBERSHIPS	485.00
				<u>485.00</u>
Membership Renewal				
16258	04/05/2019	AMERICAN FIDELITY AKA FLEX ACCOUNT ADM	6070 CAFETERIA BENEFIT	220.83
			6070 CAFETERIA BENEFIT	191.67
2035589			6070 CAFETERIA BENEFIT	220.83
			6070 CAFETERIA BENEFIT	83.33
				<u>716.66</u>
16259	04/05/2019	ATHENS SERVICES	6040 Building Maintenance	225.33
				<u>225.33</u>
6520257				
16260	04/05/2019	AZUSA LIGHT & WATER	6343 Meter # 99172930 (Account # 303-0190.300)	75.51
			6343 Meter # 45169724 (Account # 303-0191.300 C	46.33
				<u>121.84</u>
303-0190300				
16261	04/05/2019	B&K ELECTRIC	6040 Building Maintenance	477.97
			6040 Building Maintenance	109.94
				<u>587.91</u>
S311029.002				
16262	04/05/2019	CALIFORNIA DEPARTMENT OF PUBLIC HEALTH	6330 TRAINING, CEU'S	224.00
				<u>224.00</u>
Exam Fees				
16263	04/05/2019	CALOLYMPIC SAFETY	6302 Supplies, Safety	197.73
				<u>197.73</u>

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
376780				
16264	04/05/2019	CANON FINANCIAL SERVICES, INC.	6073 EQUIPMENT CANON (Canon Graphics Equip	75.69
				<u>75.69</u>
00320407				
16265	04/05/2019	CDW GOVERNMENT INC	6036 COMPUTER SOFTWARE	484.56
				<u>484.56</u>
RQJ4963				
16266	04/05/2019	COPIES & INK	6186 Printing	599.90
			6186 Printing	90.99
				<u>690.89</u>
35619				
16267	04/05/2019	DOORS & WINDOWS WEST	6040 Building Maintenance	1,360.24
			6040 Building Maintenance	1,360.25
				<u>2,720.49</u>
5002				
Final pay SO 5002				
16268	04/05/2019	ENVIRONMENT CONTROL	6040 Building Maintenance	1,199.00
				<u>1,199.00</u>
6253-411				
16269	04/05/2019	FIDELITY SECURITY LIFE INSURANCE CO.	6070 Vision Premiums (Vision Premiums)	12.30
			6070 Vision Premiums (Vision Premiums)	81.03
1854222			6070 Vision Premiums (Vision Premiums)	237.10
			6070 Vision Premiums (Vision Premiums)	12.30
			6070 Vision Premiums (Vision Premiums)	58.91
				<u>401.64</u>
16270	04/05/2019	INTERSTATE BATTERY SYSTEM	6260 SUPPLIES, MECHANICAL	237.64
				<u>237.64</u>

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				237.64
10168923				
<b>16271</b>	<b>04/05/2019</b>	<b>JARED DEVER</b>	6232 Per Diem (Per Diem)	120.00
				120.00
Per Diem Leg Day				
<b>16272</b>	<b>04/05/2019</b>	<b>JASON FARNED</b>	6232 Per Diem (Per Diem)	160.00
				160.00
Per Diem Leg Day				
<b>16273</b>	<b>04/05/2019</b>	<b>LAND'S END BUSINESS OUTFITTERS</b>	6332 Uniforms (Uniforms)	81.99
			6332 Uniforms (Uniforms)	33.97
SIN7271484				115.96
<b>16274</b>	<b>04/05/2019</b>	<b>LIEBERT CASSIDY WHITMORE</b>	6130 Profess Serv rendered (Professional Services)	29.00
				29.00
1475119				
<b>16275</b>	<b>04/05/2019</b>	<b>MEGA DISTRIBUTION</b>	6260 SUPPLIES, MECHANICAL	405.14
				405.14
MD-2693B				
<b>16276</b>	<b>04/05/2019</b>	<b>OFFICE &amp; ERGONOMIC SOLUTIONS INC</b>	8000 CAPITAL OUTLAY (Capital Outlay)	4,625.76
27475			8000 CAPITAL OUTLAY (Capital Outlay)	1,836.88
27476			8000 CAPITAL OUTLAY (Capital Outlay)	685.04
27477				7,147.68
<b>16277</b>	<b>04/05/2019</b>	<b>OUTLOOK NEWSPAPERS</b>	6003 ADVERTISING	1,128.00
				1,128.00
65889				

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16278	04/05/2019	PASADENA NOW	6003 ADVERTISING	3,000.00
Contract for Ad				<u>3,000.00</u>
16280	04/05/2019	R. M. MOTORCYCLE SHOP	6260 SUPPLIES, MECHANICAL	270.57
			6260 SUPPLIES, MECHANICAL	270.57
98LH29-H28				<u>541.14</u>
16281	04/05/2019	READYREFRESH BY NESTLE	6170 Arrowhead Water (Arrowhead Water)	271.09
				<u>271.09</u>
I9C0024588535				
16282	04/05/2019	SOUTHERN CALIFORNIA EDISON	6340 UTILITIES - ELECTRIC	1,342.89
				<u>1,342.89</u>
2-03-760-7223				
16283	04/05/2019	STREAMLINE	6037 WEBSITE AND EMAIL SERVICE	200.00
				<u>200.00</u>
100011				
16284	04/05/2019	SYNTECH GROUP INC.	6046 PROFESSIONAL SERVICES - IT	1,050.00
				<u>1,050.00</u>
CW-1686				
16285	04/05/2019	THERMAL COMBUSTION INNOVATORS, INC.	6250 LABORATORY SUPPLIES	95.90
				<u>95.90</u>
205922				
16286	04/05/2019	US BANK	6232 SEMINARS AND MEETINGS	127.47

SAN GABRIEL VALLEY MVCD

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April 5, 2019

Num	Date	Name	Item	Original Amount
Alba			6036 COMPUTER SOFTWARE	204.95
			6232 SEMINARS AND MEETINGS	559.70
Dever			6036 COMPUTER SOFTWARE	29.97
			6232 SEMINARS AND MEETINGS	30.00
			6232 SEMINARS AND MEETINGS	7.00
			6232 SEMINARS AND MEETINGS	56.90
			6232 SEMINARS AND MEETINGS	40.00
			6232 SEMINARS AND MEETINGS	107.72
			6036 COMPUTER SOFTWARE	130.00
Doyle			6232 SEMINARS AND MEETINGS	47.00
			6232 SEMINARS AND MEETINGS	895.52
			6232 SEMINARS AND MEETINGS	30.00
			6281 MOSQUITO FISH SUPPLIES	50.00
			6250 LABORATORY SUPPLIES	4.35
			6036 COMPUTER SOFTWARE	59.40
Elliott			6030 BOARD EXPENSES	52.12
			6030 BOARD EXPENSES	46.14
			6030 BOARD EXPENSES	32.97
Farned			6232 SEMINARS AND MEETINGS	38.00
			6232 SEMINARS AND MEETINGS	30.00
			6280 SUPPLIES, OPERATIONS	199.00
			6232 SEMINARS AND MEETINGS	899.52
			6232 SEMINARS AND MEETINGS	55.00
			6232 SEMINARS AND MEETINGS	30.00
			6280 SUPPLIES, OPERATIONS	10.00
			6280 SUPPLIES, OPERATIONS	468.00
Hagele			6290 Supplies, Public Informati	32.82
			6290 Supplies, Public Informati	19.64
Sun			6036 COMPUTER SOFTWARE	59.40
			6232 SEMINARS AND MEETINGS	31.84
			6232 SEMINARS AND MEETINGS	45.54
			6232 SEMINARS AND MEETINGS	24.42
			6003 ADVERTISING	13.99



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			6232 SEMINARS AND MEETINGS	556.90
			6232 SEMINARS AND MEETINGS	1,119.40
			6003 ADVERTISING	96.10
			6290 Supplies, Public Informati	183.59
			6290 Supplies, Public Informati	173.96
			6270 OFFICE SUPPLIES	50.93
			6270 OFFICE SUPPLIES	82.98
			6037 WEBSITE AND EMAIL SERVICE	4.99
			6290 Supplies, Public Informati	124.73
			6270 OFFICE SUPPLIES	8.73
			6290 Supplies, Public Informati	24.95
Van der Heyden			6260 SUPPLIES, MECHANICAL	162.31
			6270 OFFICE SUPPLIES	29.52
				<u>7,087.47</u>
			<b>Total Accounts Payable for April 5, 2019</b>	<b>40,229.55</b>

SAN GABRIEL VALLEY MVCD

Claims List

April 19, 2019

Num	Date	Name	Item	Original Amount
EFT	04/19/2019	BOARD OF EQUALIZATION	6310 BENEFIT ASSMNT ADMIN COST	439.00
				<u>439.00</u>
EFT	04/19/2019	CAL PERS	6070 Premiums, life - Cafeter (Voluntary Insurance I	614.59
			6070 Premiums, life - Cafeter (Voluntary Insurance I	3,402.42
100000015645843			6070 Premiums, life - Cafeter (Voluntary Insurance I	3,283.29
			6070 Premiums, life - Cafeter (Voluntary Insurance I	1,976.75
			6072 MEDICAL PREMIUM-Retired EE (Medical prei	408.00
			6070 ADMIN FEE (Admin fee)	32.89
				<u>9,717.94</u>
EFT	04/19/2019	CALPERS CERBT	6200 RETIREMENT - CLASSIC (Employer Contribu	9,115.17
			6200 RETIREMENT - CLASSIC (Employer Contribu	59.48
100000015627508				<u>9,174.65</u>
EFT	04/19/2019	PERS	6200 RETIREMENT - CLASSIC (Employer Contribu	564.78
			6200 RETIREMENT - CLASSIC (Employer Contribu	968.99
PR of 4/18/2019			6200 RETIREMENT - CLASSIC (Employer Contribu	1,360.23
			6200 RETIREMENT - CLASSIC (Employer Contribu	299.81
			6201 RETIREMENT - PEPRA (Employer Contributic	106.90
			6201 RETIREMENT - PEPRA (Employer Contributic	1,935.87
			6201 RETIREMENT - PEPRA (Employer Contributic	80.08
			6201 RETIREMENT - PEPRA (Employer Contributic	387.12
			6201 RETIREMENT - PEPRA (Employer Contributic	398.21
				<u>6,101.99</u>
EFT	04/19/2019	PRINCIPAL DENTAL	6070 Premiums, life - Cafeter (Voluntary Insurance I	86.95
			6070 Premiums, life - Cafeter (Voluntary Insurance I	352.61
1085590-10001			6070 Premiums, life - Cafeter (Voluntary Insurance I	1,374.00
			6070 Premiums, life - Cafeter (Voluntary Insurance I	218.71
			6070 Premiums, life - Cafeter (Voluntary Insurance I	265.66
				<u>2,297.93</u>

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**Claims List**

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EFT	04/19/2019	TEXAS LIFE INSURANCE COMPANY	6070 CAFETERIA BENEFIT	92.42
			6070 CAFETERIA BENEFIT	77.50
SM09BT20190414001				<u>169.92</u>
16287	04/19/2019	ADAPCO, INC	6283 PESTICIDES SUPPLIES	12,784.70
119820				<u>12,784.70</u>
16288	04/19/2019	AIRGAS USA, LLC	6302 Supplies, Safety	172.71
			6302 Supplies, Safety	41.74
9087244921			6302 Supplies, Safety	54.94
				<u>269.39</u>
16289	04/19/2019	ALLEN WU	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
16290	04/19/2019	AMAZON.COM	6332 Uniforms (Uniforms)	996.65
5999			6270 OFFICE SUPPLIES	137.87
			6280 SUPPLIES, OPERATIONS	19.66
			6280 SUPPLIES, OPERATIONS	54.96
			6280 SUPPLIES, OPERATIONS	82.00
			6270 OFFICE SUPPLIES	47.07
			6270 OFFICE SUPPLIES	28.08
			6260 SUPPLIES, MECHANICAL	16.40
			6270 OFFICE SUPPLIES	6.65
			6040 Building Maintenance	23.72
			6290 Supplies, Public Informati	37.89
			6270 OFFICE SUPPLIES	175.89
			6280 SUPPLIES, OPERATIONS	120.77
			6302 Supplies, Safety	41.16
			6270 OFFICE SUPPLIES	82.32
				<u>1,871.09</u>

SAN GABRIEL VALLEY MVCD

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
16291	04/19/2019	ARAMARK UNIFORM SERVICES INC.	6332 Uniforms (Uniforms)	1,078.89
			6040 Mats, Towels (Mats, Towels, Lockers, etc.)	270.28
792287099				<u>1,349.17</u>
16292	04/19/2019	BECKY A. SHEVLIN	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16293	04/19/2019	CHARLES MYERS	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
Bm of 4/12/19				
16294	04/19/2019	COREY CALAYCAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16295	04/19/2019	CRUZ BACA	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
16296	04/19/2019	CYNTHIA STERNQUIST	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16297	04/19/2019	DAN HOLLOWAY	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16298	04/19/2019	DMV RENEWAL	6075 FEES & ASSESSMENTS	52.00
			6075 FEES & ASSESSMENTS	52.00
ATV Renewal				<u>104.00</u>

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16299	04/19/2019	ELYSE RASMUSSEN	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16300	04/19/2019	ENTERPRISE	6007 - AUTOMOBILE LEASE	4,761.83
				<u>4,761.83</u>
2623				
16301	04/19/2019	FLEET SOLUTIONS CENTER	6260 SUPPLIES, MECHANICAL	1,101.64
			6260 SUPPLIES, MECHANICAL	690.51
1878			6260 SUPPLIES, MECHANICAL	1,668.98
			6260 SUPPLIES, MECHANICAL	690.49
			6260 SUPPLIES, MECHANICAL	322.11
				<u>4,473.73</u>
16302	04/19/2019	HAROLD J. BISSNER III	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
16303	04/19/2019	HENRY M. MORGAN	6030 BOARD EXPENSES	149.50
				<u>149.50</u>
16304	04/19/2019	HOME DEPOT	6040 Building Maintenance	17.49
			6040 Building Maintenance	32.78
4710			6040 Building Maintenance	12.52
			6280 SUPPLIES, OPERATIONS	18.04
			6270 OFFICE SUPPLIES	26.42
			6040 Building Maintenance	39.61
			6281 MOSQUITO FISH SUPPLIES	97.35
			6281 MOSQUITO FISH SUPPLIES	15.72
				<u>259.93</u>
16305	04/19/2019	IRWINDALE INDUSTRIAL CLINIC	6080 Hiring Expenses	1,315.00
				<u>1,315.00</u>

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4438-873765				
16306	04/19/2019	JOHN CAPOCCIA	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 4/12/19				
16307	04/19/2019	JOSEPH LEON	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 4/12/19				
16308	04/19/2019	JOSEPH ROCHA	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 4/12/19				
16309	04/19/2019	JULI COSTANZO	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 4/12/19				
16310	04/19/2019	KENN K. FUJIOKA	6072 MEDICAL PREMIUM-Retired EE (Medical prei	<u>284.77</u> 284.77
Premium Reimburse				
16311	04/19/2019	LOZANO SMITH, LLP	6130 Profess Serv rendered (Professional Services	<u>1,593.00</u> 1,593.00
003336				
16312	04/19/2019	MARCO GAYTAN	6302 Supplies, Safety	<u>28.30</u> 28.30
Boot reimburse				
16313	04/19/2019	MARGARET E. FINLAY	6030 BOARD EXPENSES	<u>100.00</u> 100.00
BM of 4/12/19				

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
16314	04/19/2019	MARINA KHUBESRIAN, MD	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16315	04/19/2019	MIKE NIFFENEGGER	6072 MEDICAL PREMIUM-Retired EE (Medical prei	518.50
Premium Reimburse	04/15/2019			<u>518.50</u>
16316	04/19/2019	MIKE SPENCE	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16318	04/19/2019	PIETER VANDER HEYDEN	6302 Supplies, Safety	31.92
				<u>31.92</u>
Boot reimburse				
16319	04/19/2019	RED WING SHOE STORE	6302 Supplies, Safety	1,069.32
				<u>1,069.32</u>
20190410026095				
16320	04/19/2019	RICHARD BARAKAT	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16321	04/19/2019	ROBERT KENNEDY	6072 MEDICAL PREMIUM-Retired EE (Medical prei	187.74
Premium Reimburse				<u>187.74</u>
16322	04/19/2019	ROGER CHANDLER	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
BM of 4/12/19				
16323	04/19/2019	SAFETY KLEEN CORP	6260 SUPPLIES, MECHANICAL	150.00
				<u>150.00</u>

SAN GABRIEL VALLEY MVCD

Claims List

April 19, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Original Amount</u>
				150.00
79319777				
16324	04/19/2019	SANDRA ARMENTA	6030 BOARD EXPENSES	100.00
				100.00
BM of 4/12/19				
16325	04/19/2019	SOCALGAS	6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	138.81
			6341 Utilities (Acc # 057 518 2100 9 Acc # 059 618	27.53
				166.34
057-518-21009				
16326	04/19/2019	STAPLES CREDIT PLAN	6270 OFFICE SUPPLIES	32.84
			6270 OFFICE SUPPLIES	180.50
				213.34
6035517820299187				
16327	04/19/2019	STEVEN LY	6302 Supplies, Safety	28.30
				28.30
Boot rei,mburse				
16328	04/19/2019	TIM SANDOVAL	6030 BOARD EXPENSES	100.00
				100.00
BM of 4/12/19				
16329	04/19/2019	TPx COMMUNICATIONS	6315 Monthly Internet Charges (Monthly Internet Ch	998.30
			6320 TELEPHONE OFFICE	1,013.41
				2,011.71
115329598-0				
16330	04/19/2019	UNITED STATES PLASTIC CORP.	6280 SUPPLIES, OPERATIONS	273.48
			6280 SUPPLIES, OPERATIONS	197.92
				471.40
5727883				



SAN GABRIEL VALLEY MVCD

Claims List

April 19, 2019

Num	Date	Name	Item	Original Amount
16331	04/19/2019	UNIVAR	6283 PESTICIDES SUPPLIES	3,295.51
			6302 Supplies, Safety	236.91
LA716831				<u>3,532.42</u>
16332	04/19/2019	VECTOR CONTROL JPA	6111 OTHER INSURANCE	367.74
				<u>367.74</u>
16333	04/19/2019	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Fielc	1,099.90
			6312 Monthly District Field Ph (Monthly District Fielc	323.88
9827851632,982785163			6312 Monthly District Field Ph (Monthly District Fielc	720.35
			6312 Monthly District Field Ph (Monthly District Fielc	1,238.97
				<u>3,383.10</u>
16334	04/19/2019	WELLS FARGO VENDOR FIN SERV	6073 EQUIPMENT LEASE	1,500.15
				<u>1,500.15</u>
69525920				
16335	04/19/2019	WEX/CHEVRON	6262 Fuel for Trucks (Fuel for Trucks)	2,921.49
				<u>2,921.49</u>
58650585				
		<b>Total Accounts Payable for April 19, 2019</b>		<b>75,699.31</b>
		<b>Total Accounts Payable for April 2019</b>		<b>115,928.86</b>
		<b>Total Payroll for April 2019</b>		<b>191,280.83</b>
		see attached		
		<b>Total Claims List for April 2019</b>		<b>307,209.69</b>

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

<b>Department</b>	<b>Apr 5, 2019</b>		<b>Apr 19, 2019</b>		<b>TOTAL</b>
EXECUTIVE	6,002.53		5,540.80		11,543.33
ADMINISTRATION	11,860.93		11,632.80		23,493.73
OPERATIONS	45,661.10		45,564.40		91,225.50
SURVEILLANCE	7,848.10		7,028.24		14,876.34
COMMUNICATIONS	8,994.29		8,759.60		17,753.89
SEASONAL WORKERS	<u>6,318.11</u>		<u>10,153.56</u>		<u>16,471.67</u>
Gross Payroll	86,685.06	-	88,679.40	-	175,364.46
Employer Taxes	2,292.33		3,260.92		5,553.25
Car Allowance	500.00		-	-	500.00
Employee Benefit-Med	<u>5,126.25</u>		<u>4,736.87</u>		<u>9,863.12</u>
<b>TOTAL PAYROLL</b>	<b>94,603.64</b>	<b>-</b>	<b>96,677.19</b>	<b>-</b>	<b>191,280.83</b>

SGVMVCD  
Comparative YTD Actual to Full Year Budget  
Current Period 84% of Year Completed  
April 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
<b>PERSONNEL EXPENSES</b>						
Salaries, Exempt	44,046.67	397,790.91	483,738.58	85,947.67	82.23	
Salaries - Non Exempt	99,199.94	1,050,423.93	1,680,573.54	630,149.61	62.50	
Salaries - Overtime	258.08	2,712.30	19,700.00	16,987.70	13.77	
Salaries - Vacation	8,016.63	90,133.54	89,770.00	(363.54)	100.40	Retirement payout
Salaries-Holiday	0.00	90,423.82	123,207.00	32,783.18	73.39	
Salaries, Sick Pay	5,378.71	62,091.05	93,635.00	31,543.95	66.31	
Salaries, Part-time - XH	16,460.97	134,390.78	348,686.00	214,295.22	38.54	
Management Car Allowance	500.00	5,000.00	6,000.00	1,000.00	83.33	
Cafeteria Benefit	24,264.60	252,336.06	316,800.00	64,463.94	79.65	
Hlth Benefits, Ret Emps	1,399.01	12,332.35	12,000.00	(332.35)	102.77	New retiree added
Medicare	2,578.26	27,454.67	40,745.00	13,290.33	67.38	
Retirement - Classic	15,690.67	164,272.94	110,980.00	(53,292.94)	148.02	Unfunded liability
Retirement - Pepra	5,944.79	62,561.77	95,065.00	32,503.23	65.81	
Social Security	629.25	4,700.04	7,385.00	2,684.96	63.64	
Group Term Life Ins	308.42	3,152.50	4,300.00	1,147.50	73.31	
Tuition Reimbursement	0.00	0.00	8,000.00	8,000.00	0.00	
Insurance, unemployment	2,033.39	17,411.11	19,200.00	1,788.89	90.68	FUTA expense to be reimbursed
<b>TOTAL PERSONNEL EXPENSES</b>	<b>226,709.39</b>	<b>2,377,187.77</b>	<b>3,459,785.12</b>	<b>1,082,597.35</b>	<b>68.71</b>	
<b>OPERATING EXPENSES</b>						
Awards	0.00	1,390.35	2,000.00	609.65	69.52	
Advertising	4,238.09	20,820.77	30,000.00	9,179.23	69.40	
Bank Charges	1,547.42	6,392.98	5,000.00	(1,392.98)	127.86	New payroll processing company
Board expenses	2,280.73	24,154.23	35,000.00	10,845.77	69.01	
Computer Hardware	0.00	19,239.80	19,000.00	(239.80)	101.26	iPads-Ops
Computer Software	968.28	20,543.20	20,400.00	(143.20)	100.70	Neogov renewal
Website/Email Service	204.99	2,469.22	3,195.00	725.78	77.28	
Building maintenance	5,129.13	40,022.85	37,500.00	(2,522.85)	106.73	Water heater replacement
Maintenance, equipment	0.00	726.50	9,000.00	8,273.50	8.07	
Maintenance, grounds	0.00	797.56	4,000.00	3,202.44	19.94	
Lease Equipment	1,575.84	32,576.80	38,000.00	5,423.20	85.73	
Fees & Assessments	104.00	3,121.84	4,000.00	878.16	78.05	
Hiring expenses	1,315.00	2,745.76	5,600.00	2,854.24	49.03	

SGVMVCD  
Comparative YTD Actual to Full Year Budget  
Current Period 84% of Year Completed  
April 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
VCJPA General Fund	0.00	8,348.00	9,656.00	1,308.00	86.45	One time expense
Insurance, liability	0.00	63,019.00	65,411.00	2,392.00	96.34	One time expense
Workers Comp Insurance	0.00	110,842.00	111,546.00	704.00	99.37	One time expense
Automobile Insurance	0.00	1,648.00	1,648.00	0.00	100.00	One time expense
Other Insurance	367.74	1,103.22	2,000.00	896.78	55.16	
Insurance, property	0.00	3,196.00	3,258.00	62.00	98.10	One time expense
Legal	1,622.00	14,091.49	35,000.00	20,908.51	40.26	
Memberships	485.00	21,747.61	25,000.00	3,252.39	86.99	MVCAC dues
Miscellaneous expenses	271.09	3,340.68	3,000.00	(340.68)	111.36	Increased water delivery
Postage	0.00	1,379.75	9,904.00	8,524.25	13.93	
Prof. Services, Auditor	180.00	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	1,050.00	25,751.05	35,000.00	9,248.95	73.57	
Printing & Reproduction	690.89	8,265.26	11,000.00	2,734.74	75.14	
Research	0.00	0.00	1,000.00	1,000.00	0.00	
Seminars and meetings	2,455.09	23,571.45	29,710.00	6,138.55	79.34	
Supplies, laboratory	100.25	13,206.04	16,100.00	2,893.96	82.03	
Supplies, mechanical	2,236.36	41,983.64	25,000.00	(16,983.64)	167.93	Transmission replacement
Supplies, gasoline	2,921.49	45,025.19	50,000.00	4,974.81	90.05	Extra trucks for seasonals
Supplies, office	999.62	10,140.80	13,000.00	2,859.20	78.01	
Supplies, Mosquito Fish	163.07	1,195.65	30,000.00	28,804.35	3.99	
Supplies, operations	1,664.78	9,013.96	18,000.00	8,986.04	50.08	
Supplies, pesticides	16,080.21	48,687.07	50,000.00	1,312.93	97.37	Pesticides for season
Supplies, Communications	601.94	5,425.80	11,200.00	5,774.20	48.44	
Supplies, Education Program	0.00	204.28	700.00	495.72	29.18	
Supplies, safety	1,814.51	15,473.32	20,000.00	4,526.68	77.37	
Benefit Assesment Admin Cost	439.00	114,483.32	115,000.00	516.68	99.55	One time expense
Communications, field	3,383.10	22,178.91	28,000.00	5,821.09	79.21	
Telephone, Internet	998.30	9,842.48	24,500.00	14,657.52	40.17	
Telephone , Office	1,013.41	9,957.69	14,000.00	4,042.31	71.13	
Training , CEU's	224.00	4,192.00	4,000.00	(192.00)	104.80	Recertification fees
Uniforms and clothing	2,191.50	8,342.70	27,000.00	18,657.30	30.90	
Utilities, Electric	1,342.89	27,305.50	39,000.00	11,694.50	70.01	
Utilities, Natural Gas	166.34	1,989.53	3,000.00	1,010.47	66.32	
Utilities, Water	121.84	1,446.66	2,000.00	553.34	72.33	
Automobile Lease	4,761.83	58,313.35	73,800.00	15,486.65	79.02	

SGVMVCD  
Comparative YTD Actual to Full Year Budget  
Current Period 84% of Year Completed  
April 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
<b>TOTAL OPERATING EXPENSES</b>	65,709.73	927,150.76	1,145,128.00	217,977.24	80.96
<b>TOTAL EXPENSES</b>	292,419.12	3,304,338.53	4,604,913.12	1,300,574.59	71.76

SGVMVCD  
Comparative YTD Actual to Full Year Budget  
Current Period 84% of Year Completed  
April 30, 2019

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
<b>RESERVES</b>						
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	
<b>TOTAL RESERVES</b>	0.00	59,300.00	2,342,441.00	2,283,141.00	2.53	

San Gabriel Valley Mosquito & Vector Control District  
Board of Trustees Meeting  
April 12, 2019

MINUTES

Trustees Attending

- 1 Jamie Bissner (Co. of L.A.)
- 2 Roger Chandler (Arcadia)
- 3 Joseph Rocha (Azusa)
- 4 Cruz Baca (Baldwin Park)
- 5 Rick Barakat (Bradbury)
- 6 Corey Calaycay (Claremont)
- 7 Henry Morgan (Covina)
- 8 Charles Myers (Glendora)
- 9 Dan Holloway (La Puente)
- 10 Elyse Rasmussen (La Verne)
- 11 Becky Shevlin (Monrovia)
- 12 Joseph Leon (Monterey Park)
- 13 Tim Sandoval (Pomona)
- 14 Sandra Armenta (Rosemead)
- 15 Juli Costanzo (San Gabriel)
- 16 John Capoccia (Sierra Madre)
- 17 Marina Khubesrian (So. Pas)
- 18 Cynthia Sternquist (Temple City)
- 19 Allen L. Wu (Walnut)

Trustees Absent

1. Stephen Sham (Alhambra)
2. Margaret Finlay (Duarte)
3. Jerry Velasco (El Monte)
4. Catherine Marcucci (Industry)
5. Manuel Garcia (Irwindale)
6. Rachel Janbek (Pasadena)
7. Emmett Badar (San Dimas)

Staff Attending

Jared Dever  
Jason Farned  
Levy Sun  
Esther Elliott  
Melissa Doyle

**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**

Trustee Morgan led the Pledge of Allegiance.

**3. Opportunity for Public Comment on Non-Agenda Items**

No public comments.

**4. Consent Calendar**

- A. List of Claims for March 2019
- B. Budget Status Report for March 2019
- C. Minutes of Board of Trustees Meeting 2019 March
- D. Operations Report
- E. Surveillance Report

- F. Communications Report**
- G. February 2019 Monthly Treasurer Report / District Working Balance for April 2019**
- H. Conference Reports**

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

**5. A. Closed Session**

At 7:01 AM, President Corey Calaycay announced the Board would meet in two concurrent closed sessions.

**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.

- B. Closed Session under Government Code:** Conference with Legal Counsel: Anticipated Litigation. Initiation of Litigation pursuant to of paragraph (4) of subdivision (d) of Section 54956.9 of the California Government Code: Two cases.

The Board reconvened at 7:55 AM.

President Corey Calaycay announced there was no reportable action.

**6. Consider Request for Support: CSDA Southern Network (Seat B)**

After Board consideration of the CSDA Southern Network (Seat B) candidate, President Calaycay announced there was no recommendation or vote.

**7. Finance Committee Meeting of April 8, 2019 Report**

Reporting for Finance Committee Chairperson Margaret Finlay, District Manager Jared Dever stated that the Committee selected three RFP respondents to be interviewed and considered for contract auditing services. The Board will be apprised of the Committee's recommendation at the June 14, 2019 Board of Trustees meeting.

District Manager Dever reported that the Finance Committee received a presentation of the FY 2019/20 draft budget. He reported that the Draft budget includes a proposed \$1.86 assessment rate increase. The Board will have the opportunity to review a detailed report of expected revenue, capital projects, and reserve funds at the May 10<sup>th</sup> Board meeting.



**8. Department Reports**

**A. Communications**

Public Information Officer Levy Sun reported a busy month working with educators to help pass information to their students, educating thousands of students at Fairplex events, and promoting the upcoming annual “Mosquito Awareness Week”.

**B. Surveillance**

Scientific Programs Manager Melissa Doyle anticipates increased trapping and testing of mosquitoes with the rising temperatures.

**C. Operations**

Jason Farned Operations Manager stated the Operations Department is fully staffed with seasonal employees trained for field deployment. The MapVision software is now up and running, and data collection has begun.

Aerial surveillance of non-functional swimming pools is scheduled for April 30<sup>th</sup>. Notifications have already been sent to residents currently on the out-of-service pool list.

**9. District Administration**

District Manager Dever announced he met with eleven legislators at the April 3, 2019 MVCAC Legislative Day.

**10. Trustee Reports**

None

**11. New Business**

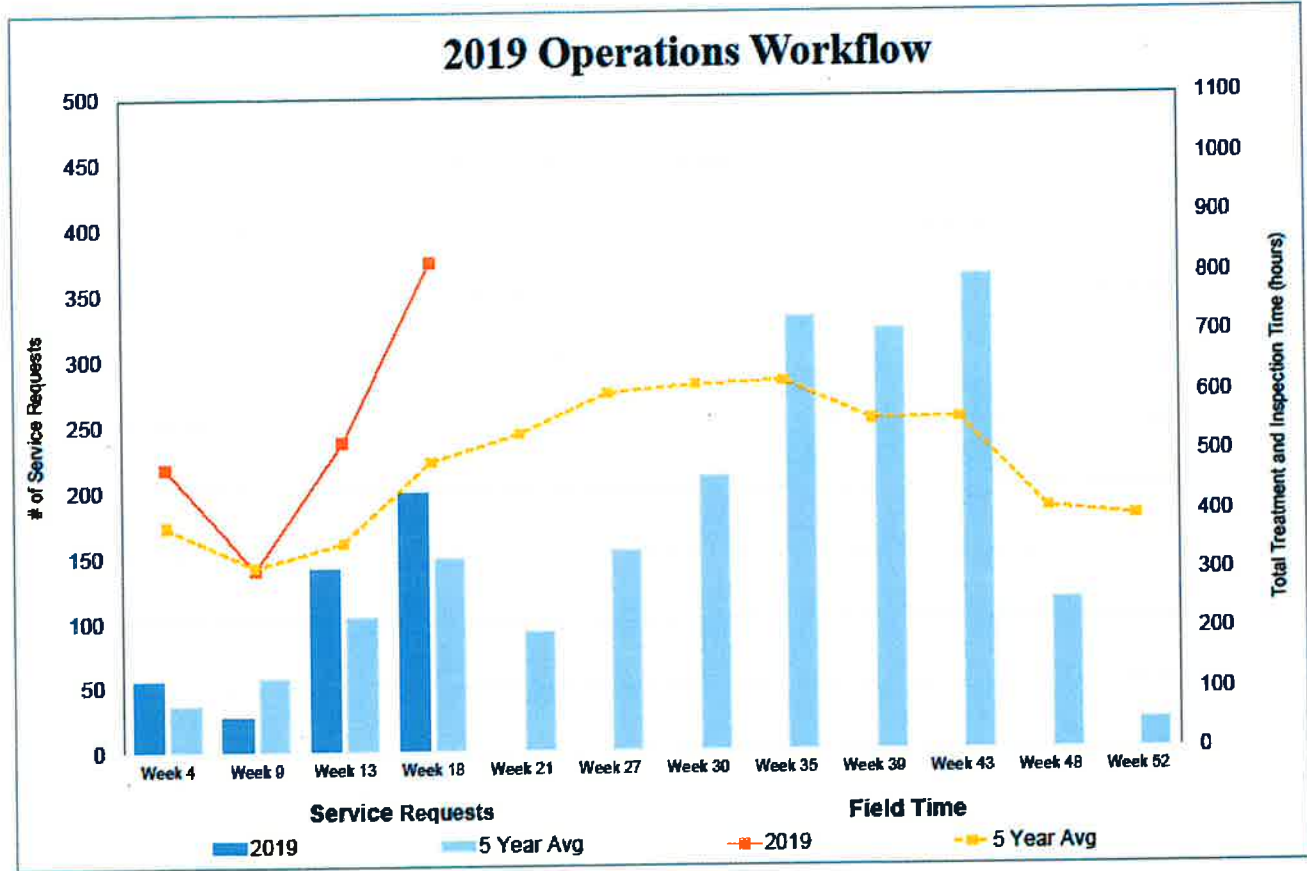
None

**12. Adjournment**

No Motion. The meeting was adjourned at 8:25 AM

Operations Report  
Week 14-17 2019

Operations Workflow:



Operations Summary:

The District contacted over 1400 swimming pool properties this month prompting them to get their non-functional pools compliant before the aerial surveillance flight. This pre-notification and condition confirmation process will not only help residents avoid a violation notice because of the aerial surveillance, it will also help reduce the subsequent workload for the District. Approximately 800 property owners received a text or email requesting condition confirmation, 350 received a door hanger with an update of our aerial flight date, and the remaining 250 received a courtesy text or email with an aerial flight date. In addition, 60 swimming pools were treated with mosquito fish to offer long-term treatment opportunities for residents that need more time to permanently resolve the condition of their pool.

The aerial surveillance flight will take place the first week of May and the District will be sending violation notices to properties flagged with unmaintained swimming pools. The residents will have the opportunity to resolve the pool condition and respond to the notice within two weeks of the notice date.

The Operations department has spent the last month field-testing the new data management software. As the software is further customized to the District's procedures, it will become a powerful tool to optimize the operation. MapVision's database has already improved reporting accuracy for field inspection hours and incorporates service request inspections as well as underground storm drain inspection and treatment time. This improved level of detail will help the department make better decisions and deploy resources more effectively.

**Chemical Usage:**

<b>Larvicides/Pupicides</b>			
<b>Method of Action</b>	<b>Target</b>	<b>Amount</b>	<b>Area Treated</b>
<b>Larvicide Oils (Surface Film)</b>			
Suffocation	Mosquitoes	3.47 gal.	45029 sq.ft.
<b>Insect Growth Regulators (IGR's)</b>			
Inhibits metamorphosis	Mosquitoes	17.35 lbs.	1746214 sq.ft.
<b>Bacterials</b>			
Ingestion, toxicant	Mosquitoes	1.42 gal.	720720 sq.ft.
Ingestion, toxicant	Mosquitoes	86.46 lbs.	1746214 sq.ft.
Ingestion, toxicant	Black flies	28.75 gal.	8021.59 m <sup>3</sup>
<b>Biologicals</b>			
Mosquito fish	Mosquitoes	2001 ea.	59919 sq.ft.

**Zone Specialists:**

<b>Zone</b>	<b>Specialist</b>	<b>Cities</b>
1	Marc Mitchell	Alhambra, Monterey Park, San Gabriel and South Pasadena
2	Leslie Conner	Altadena, Pasadena
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: 14 - 17

The surveillance department trapped for mosquitoes throughout the San Gabriel Valley (SGV) in weeks 14- 17. Traps are placed in a variety of location types to provide optimal surveillance for disease-carrying mosquitoes weekly. Mosquito samples were submitted for testing.

## 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
  - 2 dead birds were collected, 0 positives reported as of 4/30/19.
- No positive mosquito samples in SGV.
  - 88 samples submitted for testing, 0 positive samples reported as of 4/30/2019.

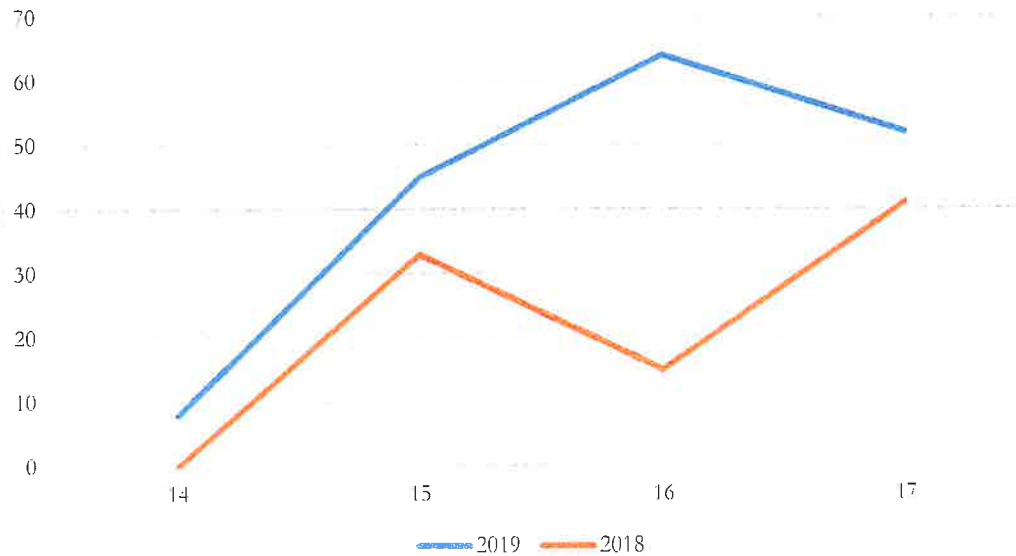
## Mosquito Activity in San Gabriel Valley

Increased mosquito activity has been observed in weeks 14 – 17. The majority of the mosquitoes captured are the West Nile Virus carrying southern house mosquito. Invasive *Aedes* mosquito populations are currently low in SGV.

- 4,437 mosquitoes were collected in weeks 14 – 17 from 144 traps
  - 7,064 mosquitoes have been collected in 2019.

The average number of mosquitoes caught per trap in SGV for weeks 14 - 17 are displayed in the chart. The average trap captures for the same weeks in 2018 are also provided. A slight increase in trap captures has been observed in 2019. This slight increase may be attributed to variations in temperature, increased rainfall in the previous months, and refinements in trapping techniques.

Average Mosquitoes Captured Per Trap In SGV Weeks  
14 - 17



Disease Surveillance in California

WNV activity in California is low at this time. The chart below displays WNV activity in California. Slightly fewer wild birds have tested positive for WNV in 2019 in comparison to 2018. Year-to-date, WNV activity is lower than the 5 year average.

West Nile Virus Activity in California

	2019	2018	5 Year Average
<b>WNV Positive Birds / Number Tested</b>	1 / 194	4 / 142	5
<b>WNV Positive Mosquito Samples / Number Tested</b>	1 / 2,661	1 / 1,825	2
<b>Human Cases</b>	0	0	0

Department News

- Melissa Doyle attended the MVCAC spring meeting and legislative day in Sacramento.
- The department participated in training activities for the new seasonal staff members.

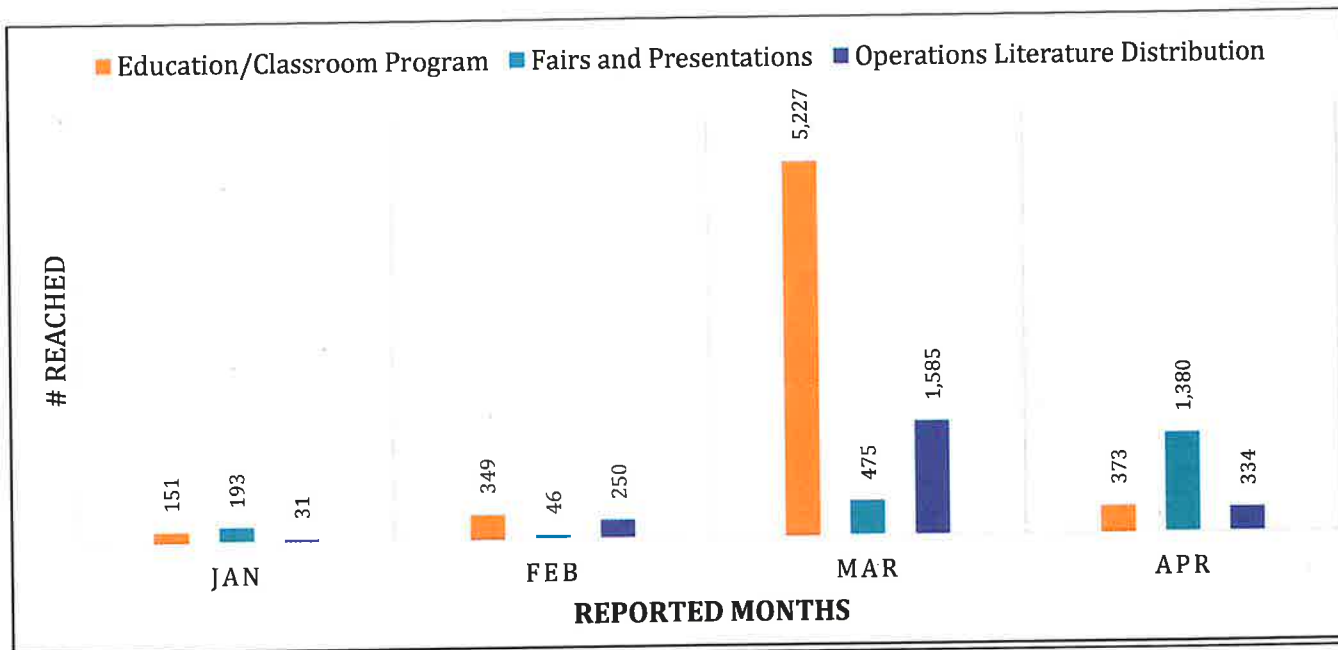
Mosquito Research  
in the News

- The department welcomed seasonal extra-help technician Manuel Lara into the department.
- Researchers at Rockefeller University have shown that mosquitoes are able to sense repellants, such as DEET, through special sensors in their feet. It was previously thought that mosquitoes only tasted DEET as they tried to take a blood meal. However, this new research shows that mosquitoes sense repellants with their feet.

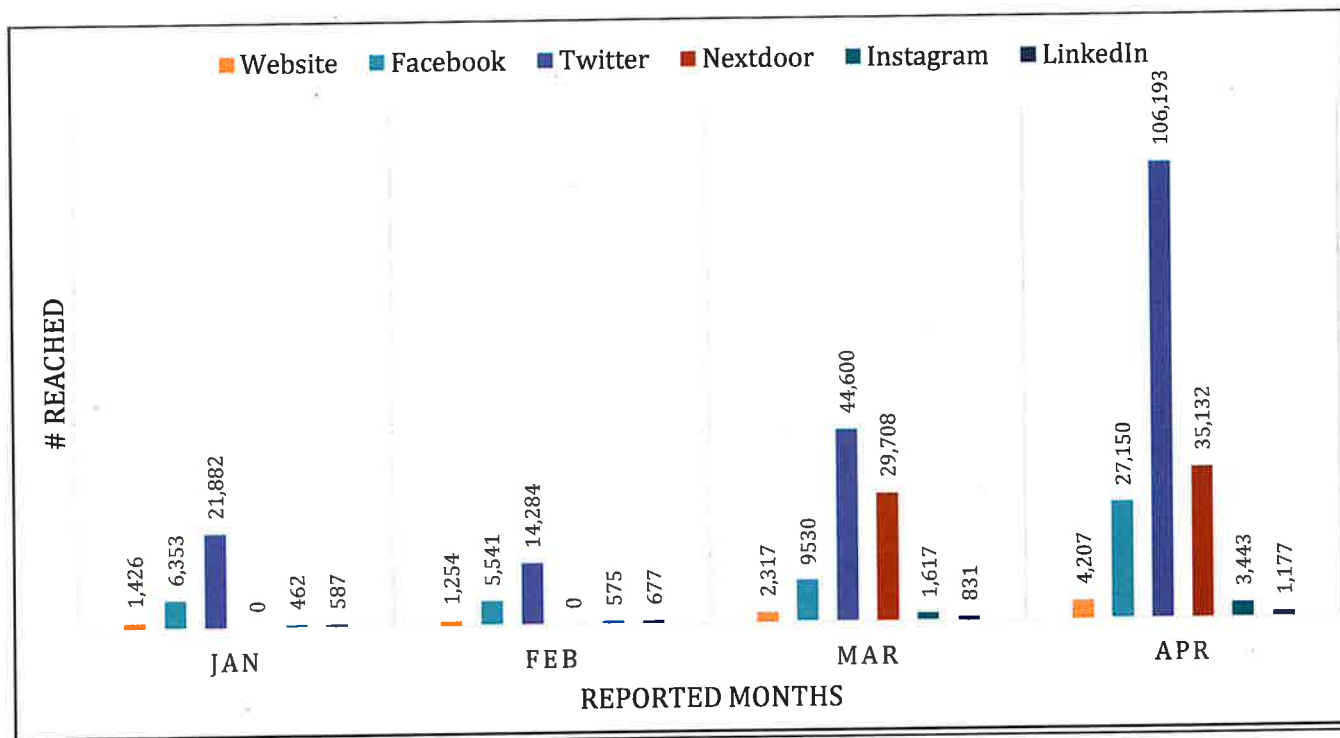
## Communications Department

Disease Weeks 14-17 | March 31 – April 27

### Outreach Activities:



### Digital Activities:



**Media Activity/E-Blasts:**

<b>Date</b>	<b>Media Outlet/Activity</b>	<b>Headline</b>
3/31	Weekly Star	Learn the shocking truth about mosquitoes April 27
3/15	E-Blast: City Officials	CA Mosquito Awareness Week - Prepare Your Residents
4/18	Press Release	Record rainfall coupled with higher temperatures set stage for mosquitoes
4/18	Pasadena Now	Record Local Rainfall Coupled with Higher Temperatures Set Stage for Mosquitoes
4/20	China Press	Hot weather with winter rain may mean an early start to mosquito season

**Programmatic:**

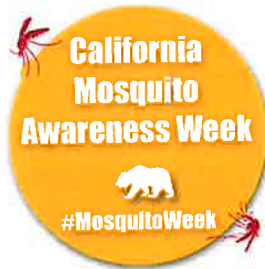
EcoHealth Program:

1. Display enhancement:
  - a. Building a compact, light-weight, table-top, source-reduction display for classroom use
2. Administrative:
  - a. Developing a spread sheet of school district contacts, signatory, time-frame, and insurance coverage requirements for liability certificates now required of outside vendors by many school districts

General:

1. Add outreach site data into MapVision
2. Campaigns
  - a. Promoted a “Don’t Be Fooled” campaign to raise awareness about crane flies and other mosquito imposters
  - b. California Mosquito Awareness Week (April 21-April 27) – See attachment for campaign summary
3. Advertising
  - a. Continue digital advertising on FB and Google platforms
  - b. SoCal News Group – Tribune full-page ad promoting source reduction
  - c. Pasadena Outlook – half-page ad promoting source reduction during CA Mosquito Awareness Week





## CAMPAIGN DESCRIPTION

To raise awareness and educate Californians about the public health threat mosquitoes pose to our communities, the California Legislature declared April 21-27, 2019 as Mosquito Awareness Week. The San Gabriel Valley Mosquito and Vector Control District led this effort through content creation, digital advertising, print advertising, strategic partnerships, and classroom visits.

## OFFICIAL CAMPAIGN HASHTAG

#MosquitoWeek

## CAMPAIGN WEBSITE

[MosquitoAwareness.org](http://MosquitoAwareness.org)

## PLATFORMS

The District ran the campaign on 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's social media platforms, to generate more of a conversation for Mosquito Week.

## SOCIAL MEDIA BY THE NUMBERS

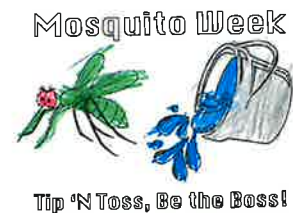
Platform	Posts	Reached
Facebook	21	19,726
Twitter	21	20,619
Instagram	9	2,168
LinkedIn	12	646
<b>Ada Eez the Aedes Mosquito: Reached</b>		
<b>Facebook</b>	<b>Twitter</b>	<b>Instagram</b>
892	11,260	320

## KEY HIGHLIGHTS

The District created a social media playbook that was accessible to everyone via the campaign url [MosquitoAwareness.org](http://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 social media platforms. This effort included elected officials like LA County Supervisor Hilda Solis, LA County Supervisor Kathryn Barger, State Senator and Vice Chair for the CA Latino Caucus María Elena Durazo, counties and cities across the state, and city council members.

Kindergartners at Bonita Unified School District participated in Mosquito Week by submitting an informative coloring sheet. The District also used traditional newspaper ads that ran in the *San Gabriel Valley Tribune* and *Pasadena Outlook*.

*Ekstrand Elementary, Bonita Unified School District*



*Pasadena Outlook*



*San Gabriel Valley Tribune*



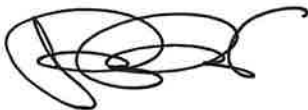
May 10, 2019

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

**SUBJECT: May 1, 2019 District Working Fund Balance**

May 1, 2019 balance:	\$2,113,494.47
April 1- April 30, 2019 expenditures:	\$307,209.69
<b>May 1, 2019 Working Fund Balance:</b>	<b>\$1,806,284.78</b>

**Respectfully Submitted:**



**Jared Dever  
District Manager**

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

The attached Treasurer's Report is for March 2019.

The Total of All Funds Balance is \$4,352,875.47

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, appearing to read "Cory Calogian", 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 9, FY 2018-2019 received on April 1, 2019**

*Item 4G*

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
<b>Local Agency Investment Fund (LAIF)</b>	2.14%	\$1,374,474.55	interest	\$0.00	LAIF Statement (Mar 2019)	\$1,374,474.55

Maturity Date: Perpetual  
Interest rate as of Mar 2019

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
<b>Los Angeles County Pool</b>	1.84%	\$2,698,106.95	interest Trust Warrant #682 17-18 AIR, DA&Penalty	\$2,970.90 (\$259,348.43) \$6.04	ND 24 Per 9 ND 24 Per 9 ND 24 Per 9 ND 24 Per 9	\$2,441,735.46

Maturity Date: Perpetual  
Interest rate as of Mar 2019

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
<b>Citizens Bank Revolving Fund</b>	\$200,000.00	Deb Activity-Mar 2019 Sweep Trust Warrant #682 A. Brisco ver, Sun, Cabrera Travel Reimbu US Bank rebate US Auctions-sale of trucks ADP Reimbursement	(\$524,268.17) \$251,873.37 \$259,348.43 \$814.27 \$2,509.65 \$297.68 \$3,750.00 \$5,674.77	CB Statement March 2019	\$200,000.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
<b>Citizens Bank Sweep Account</b>	\$330,814.64	Deb Activity-Mar 2019 Deposit	(\$251,873.37) \$257,724.19	CB Statement February 2019	\$336,665.46

**Total Beginning  
Balance**

**\$4,603,396.14**

**Total End  
Balance**

**\$4,352,875.47**

# SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## REPORT OF STAFF'S ATTENDANCE

### AT CONFERENCE/EVENT

**Staff Name and Title:** Jared Dever, District Manager

**Name of Conference/Event:** American Mosquito Control Association Annual Conference

**Date:** February 25 – March 2, 2019

**Location:** Orlando, FL


#### **Significant points learned of benefit to the District and its ratepayers:**

The 2019 American Mosquito Control Association Annual Conference featured research presentations, trainings, and equipment exhibits that greatly improve district staff knowledge of current industry practices and scientific conclusions. The San Gabriel Valley Mosquito and Vector Control District was very well represented at the conference. Four members of the SGVMVCD staff made a total of 5 presentations in four different symposia. There were several other research projects presented highlighted SGVMVCD collaboration and contributions that help to further vector control and vector borne disease knowledge.

Operations Manager, Jason Farned, presented a synopsis of the out-of-service pool intervention program created by district staff. The success of the program in rapidly resolving out-of-service pools with minimal personnel time and effort generated significant interest from attendees throughout the nation. Scientific Programs Manager, Melissa Doyle, provided an excellent overview of strategic mosquito trap selection and placement methods to increase understanding of mosquito population dynamic and presence of West Nile virus in the San Gabriel Valley. Public Information Officer, Levy Sun, gave to presentations during the Social Media and Mosquito Control Symposium. Levy shared his expert knowledge of digital outreach analytics and audience targeting techniques to expand audience engagement. He also presented a primer on digital ad creation tips to help capture audience attention and response. I provided the membership with a presentation on alternative strategies to improve interagency collaboration. The presentation outlined how to effectively establish interagency partnerships by understanding of the how to present your needs and concerns in a way that will resonate with agencies not familiar with vectors or vector-borne disease. I have subsequently been asked to give the talk at the 2019 AMCA Washington Day Conference, and for the MVCAC Sacramento Region membership.

Melissa Doyle and myself were invited to participate in a study session on the viability of sterile insect (Wolbachia) technology in the Los Angeles basin. Leading researchers and development teams with the collaboration of Mosquito Mate and Verily have made significant strides in streamlining production and distribution of laboratory Wolbachia infected invasive *aedes* male mosquitoes. In 2019, field trials will continue in Clovis, CA for the fourth year, as initial suppression effort have been highly successful. The study session has led to further local engagement and consideration of the role and viability of sterile insect technologies in San Gabriel Valley.

Date: 4/26/19

Signed:  \_\_\_\_\_

Print Name: JARED DEUCE

## SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## REPORT OF STAFF'S ATTENDANCE

## AT CONFERENCE/EVENT

Staff Name and Title: Jared Dever, District ManagerName of Conference/Event: Mosquito and Vector Control Association of CaliforniaDate: February 4-6, 2019Location: Burlingame, CA**Significant points learned of benefit to the District and its ratepayers:**

The Mosquito and Vector Control Association of California (MVCAC) Annual Conference provides attendees with the opportunity to learn about industry advancements, scientific research, and establish/maintain collaborative efforts with other member agencies.

Important research conducted in Los Angeles County on invasive *aedes* breeding source preferences, and the socioeconomic drivers of disease transmission were presented. San Gabriel Valley MVCD personnel participated in both research projects that aimed to further our understanding of where to focus our suppression and community education efforts. In particular, a local study of socioeconomic factors contributing to vector-borne disease transmission risk revealed that the more persons per household presented a greater risk than previously understood. In Los Angeles County, higher urban housing density contributed to residents spending more time outdoors, irrespective of the availability of air conditioning units.

Beginning in 2018, District staff partnered with the University of California, Riverside researchers to determine if tropical plant species (bromeliads) remained as important breeding sources in San Gabriel Valley. The presented conclusions of the study determined that *aedes albopictus* will readily lay their eggs on tropical plant species, but our local *aedes aegypti* are far less likely to utilize these resources.

I was honored to be asked to organize and moderate the first ever Administration and Management Symposium held at MVCAC Annual Conference. The symposium was very well attended and reviewed by conference attendees. SGVMVCD Operations Manager, Jason Farned, presented a synopsis of the out-of-service pool intervention program created by district staff, and also presented on organizational efficiency theory and practice. Both presentations generated a great deal of interest from state-wide association members.

Date: 4/26/19Signed: Print Name: JARED DEVER



# Proposed Annual Budget

## Fiscal Year 2019 - 2020



San Gabriel Valley  
**Mosquito & Vector  
Control District**

Providing the highest level of protection from vectors & vector-borne diseases in San Gabriel Valley

(626) 814-9466

1145 N. Azusa Canyon Road, West Covina, CA 91790

[www.SGVmosquito.org](http://www.SGVmosquito.org)

# SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT



FISCAL YEAR 2019 – 2020 PROPOSED BUDGET

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# SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

1145 N. Azusa Canyon Road  
West Covina, California 91790  
Phone (626) 814-9466 • Fax (626) 337-5686  
E-mail: District@sgvmosquito.org

Cities of:

*Alhambra*

May 10, 2019

*Arcadia*

*Azusa*

To: Corey Calaycay, President, Board of Trustees  
Margaret Finley, Chair, Finance Committee  
Members of the SGVMVCD Board of Trustees

*Baldwin Park*

*Bradbury*

*Claremont*

Re: Fiscal Year 2019/20 Budget

*Covina*

*Duarte*

It is my pleasure to present the Fiscal Year (FY) 2019/20 annual budget to the San Gabriel Valley Mosquito and Vector Control District Board of Trustees for consideration and adoption.

*El Monte*

*Glendora*

*Industry*

In fiscal years 2017/18 and 2018/19, district personnel worked diligently to lower operating expenses while improving overall efficiency of our administrative management, abatement, education and outreach, surveillance, and intergovernmental relations. These efforts, combined with the additional revenues gathered at the completion of the annexation process for the cities of Baldwin Park, South Pasadena, and Pasadena allowed the district to maintain the benefit assessment rate over a period of three fiscal years. During these years, the district also received CDC ELC grant funds that supported additional personnel, surveillance and abatement equipment, and outreach materials. The federal grant allocations are not available for FY 2019/20.

*Irwindale*

*La Puente*

*La Verne*

*Monrovia*

*Monterey Park*

*Pasadena*

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.

*Pomona*

*Rosemead*

*San Dimas*

An increase to our annual special benefit assessment of \$1.86 (15.53%) per single family equivalent is proposed in this budget. The FY 2019/20 projected total revenue is \$5,363,919 with projected expenditures of \$5,331,379. FY 2018/19 is expected to conclude with a savings of approximately \$373,730. These surplus monies are a result of several full-time employee extended leaves of absence, and are not indicative of savings gained in the course of standard operations. The savings are proposed to be distributed to our underfunded designated reserve funds. This budget also reflects a 2.5% cost of living adjustment for all staff members. The CPI-U for urban wage earners over the past year (February 2018 to February 2019) was 2.5%. Historically low unemployment rates, rising inflation and interest rates, and competitive housing

*San Gabriel*

*Sierra Madre*

*South Pasadena*

*Temple City*

*Walnut*

*West Covina*

*County of  
Los Angeles*

markets contribute to this moderate rise in the cost of living for the greater Los Angeles area.

The following describes any significant changes to personnel and equipment, capital outlay projects, and transfers to and from District reserves.

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 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.

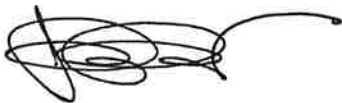
Capital Outlay and Reserves:

- 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 purchased 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.

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.

I respectfully submit the FY 2018/19 Annual Budget for your review and consideration.

Respectfully,



Jared Dever  
District Manager

# SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 19/20 PROPOSED BUDGET

REVENUE & EXPENDITURE SUMMARY					
Account Classification	2016 - 2017 Actual	2017 - 2018 Actual	2018 - 2019 Adopted Budget	2018 - 2019 Estimated Actual	2019 - 2020 Proposed Budget
<b>Revenue</b>					
4000 · Service Revenue	9.00	0.00	0.00	0.00	0.00
4010 · Assessments	3,859,401.08	3,851,637.71	4,576,612.95	4,600,000.00	5,296,419.00
4050 · Interest, LA County	15,750.78	29,812.49	24,000.00	40,000.00	37,000.00
4060 · Interest Income, LAIF	8,112.68	19,134.76	10,500.00	34,000.00	30,000.00
4070 · Interest Income, Citizens Sweep	782.97	797.80	850.00	500.00	500.00
4030 · Grants	96,100.00	111,034.29	0.00	48,000.00	0.00
<b>Total Revenue</b>	<b>3,980,156.51</b>	<b>4,012,417.05</b>	<b>4,611,962.95</b>	<b>4,722,500.00</b>	<b>5,363,919.00</b>

Account Classification	2016 - 2017 Actual	2017 - 2018 Actual	2018 - 2019 Proposed Budget	2018 - 2019 Estimated Actual	2019 - 2020 Proposed Budget
<b>Expenditures</b>					
Salaries & Benefits	2,804,768.30	2,877,497.86	3,459,785.12	2,974,299.76	4,039,159.78
Maintenance & Operations	1,037,925.44	893,141.61	1,145,128.00	1,172,470.00	1,397,950.00
Restricted and Designated Reserves	126,946.59	111,034.29	0.00	0.00	0.00
Capital Outlay	169,860.06	29,037.36	263,000.00	203,000.00	267,000.00
Funds from Reserves	0.00	0.00	(255,950.17)	0.00	(372,730.24)
<b>Total Expenditures</b>	<b>4,139,500.39</b>	<b>3,910,711.12</b>	<b>4,611,962.95</b>	<b>4,349,769.76</b>	<b>5,331,379.54</b>

<b>NET REVENUE &amp; EXPENDITURES</b>	<b>(159,343.88)</b>	<b>101,705.93</b>	<b>0.00</b>	<b>372,730.24</b>	<b>32,539.46</b>
---------------------------------------	---------------------	-------------------	-------------	-------------------	------------------

<b>Net Impact to Reserves for FY 2019-2020</b>	<b>0.00</b>
--	-------------

### Department Overview

The San Gabriel Valley Mosquito and Vector Control District was established in 1989 to protect residents from vector-borne diseases, more specifically at that time, to address a local outbreak of a mosquito-borne disease called St. Louis encephalitis.

The District provides mosquito and black fly control services to 26 cities in the San Gabriel Valley, and some unincorporated portions of Los Angeles County; a total area of 259 square miles. The District is governed by a 27-member Board of Trustees, consisting of an appointed representative from each city and unincorporated portions of the County of Los Angeles. The District's services are funded by a benefit assessment levied on each parcel in the District.

The District Manager is appointed by the Board of Trustees and serves at its pleasure. The District Manager is the Chief Officer of the District. The District Manager appoints all department heads and is responsible for overseeing the daily operations of the District. The District Manager is assisted by an Executive Assistant/Board Clerk. The Executive Assistant/Board Clerk is responsible for the preparation of the agenda for the Trustee Board meetings and the maintaining of all official District documents and records.

The District Counsel advises the Board of Trustees on all matters of law in the conduct of District affairs. District Counsel prepares resolutions and contracts for consideration by the Board of Trustees. In addition, the District Counsel reviews all legal documents and represents the District in matters involving litigation.

### Personnel Summary

Full-time Positions	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed
District Manager	1	1	1	1
Total	1	1	1	1

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

FY 19/20 PROPOSED BUDGET

<b>EXECUTIVE DEPARTMENT</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>SALARIES &amp; BENEFITS</b>					
<b>Salaries</b>					
6210 · Salaries - Exempt		122,596.56	128,770.30	119,000.00	136,000.00
6218 · Salaries - Vacation		9,989.03	5,690.00	18,500.00	20,000.00
6219 · Salaries - Holiday		6,791.92	7,400.00	7,400.00	8,020.00
6220 · Salaries - Sick Pay		3,458.27	4,690.00	1,500.00	6,160.00
6140 · Medicare		2,123.89	2,145.00	2,140.00	2,300.00
6070 · Cafeteria Benefit		9,627.18	9,600.00	9,600.00	9,600.00
6200 · Retirement - Classic		12,390.50	13,920.00	13,600.00	16,300.00
6051 · Management Car Allowance		6,000.00	6,000.00	6,000.00	6,000.00
<b>Total SALARIES &amp; BENEFITS</b>	<b>0.00</b>	<b>172,977.35</b>	<b>178,215.30</b>	<b>177,740.00</b>	<b>204,380.00</b>
<b>ORGANIZATIONAL EXPENDITURES</b>					
6030 · Board Expenses		28,227.37	35,000.00	31,500.00	35,000.00
6030 · Trustee Travel		0.00	0.00	2,000.00	28,840.00
6232 · Seminars and Meetings		6,455.40	8,500.00	12,000.00	15,000.00
<b>Total ORGANIZATIONAL EXPENDITURES</b>	<b>0.00</b>	<b>34,682.77</b>	<b>43,500.00</b>	<b>45,500.00</b>	<b>78,840.00</b>
<b>CAPITAL OUTLAY AND RESTRICTED</b>					
8000 · Capital Outlay - General	0.00	1,526.24	143,000.00	143,000.00	80,000.00
<b>Total CAPITAL OUTLAY AND RESTRICTED</b>	<b>0.00</b>	<b>1,526.24</b>	<b>143,000.00</b>	<b>143,000.00</b>	<b>80,000.00</b>
<b>NET EXPENDITURES</b>	<b>0.00</b>	<b>209,186.36</b>	<b>364,715.30</b>	<b>366,240.00</b>	<b>363,220.00</b>

## Department: Administrative Services

### Department Overview

The Administrative Services Department provides various support functions for the District. Administrative Services is responsible for Finance and Budget, Human Resources, Risk Management (Insurance) and Payroll. Financial responsibilities include developing and monitoring the annual budget; preparing monthly financial statements, accounts payables and receivables; administering petty cash; deferred compensation programs; and ensuring government accounting requirements and standards.

Human Resources coordinates the recruitment and hiring of District staff; administers employee benefits, coordinates employee relations and unemployment issues; maintains employee files; processes District vehicle incident claims; and administers the District's Personnel and Salary Resolution.

Insurance activities involve processing, resolving and settling claims against the District, as well as claims the District has against others. The District is a member of a self-insurance pool (Vector Control Joint Powers Authority) made up of approximately 40 other California vector control districts. This organization helps administer and manage employment, workers compensation, liability, collision, property and other claims against the District.

### Budget Highlights

Personnel – Four Administrative Department staff members currently undertake all administrative responsibilities in the day to day operation of the District. In addition, we provide support to District staff as well as to the residents of the San Gabriel Valley. The proposed addition of an HR/Finance Assistant will help facilitate the increasing demands of the Administrative department.

### Personnel Summary

Full Time Positions	2016-17	2017-18	2018-19	2019-20
	Actual	Actual	Actual	Proposed
Office Manager	1	1	1	1
Administrative Assistant	1	1	1	1
Exec Assist/Clerk of the Board	1	1	1	1
HR/Finance Assistant	0	0	0	1
Customer Service Rep I	0	0	0	1
	3	3	4	5



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

FY 19/20 PROPOSED BUDGET

<b>ADMINISTRATION DEPARTMENT</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>SALARIES &amp; BENEFITS</b>					
<b>Salaries</b>					
6210 · Salaries - Exempt		88,511.57	89,359.92	89,350.00	91,600.00
6212 · Salaries - Non Exempt		149,790.20	176,226.96	170,874.00	228,650.00
6216 · Salaries - Overtime		111.58	1,200.00	500.00	1,200.00
6218 · Salaries - Vacation		19,125.21	10,575.00	16,269.00	20,230.00
6219 · Salaries - Holiday		14,023.53	15,050.00	18,147.00	19,000.00
6220 · Salaries - Sick Pay		11,154.46	10,575.00	12,057.00	18,500.00
6140 · Medicare		4,175.83	4,420.00	4,433.00	5,435.10
6070 · Cafeteria Benefit		32,278.46	38,400.00	40,216.00	48,000.00
6200 · Retirement - Classic		22,826.54	24,455.00	23,450.00	27,358.00
6201 · Retirement - PEPRA		1,349.30	815.00	2,657.00	7,487.00
<b>Total SALARIES &amp; BENEFITS</b>	<b>0.00</b>	<b>343,346.68</b>	<b>371,076.88</b>	<b>377,953.00</b>	<b>467,460.10</b>
<b>ORGANIZATIONAL EXPENDITURES</b>					
6035 · Computer Hardware		1,354.12	2,500.00	2,500.00	3,000.00
6036 · Computer Software		315.30	9,000.00	8,851.00	9,500.00
6185 · Postage		1,817.53	1,704.00	1,500.00	1,700.00
6186 · Printing & Reproduction		0.00	1,000.00	0.00	1,000.00
6232 · Seminars and Meetings		2,241.78	2,400.00	2,146.00	3,000.00
6270 · Office Supplies		6,601.26	6,500.00	6,500.00	6,500.00
<b>Total ORGANIZATIONAL EXPENDITURES</b>	<b>0.00</b>	<b>12,329.99</b>	<b>23,104.00</b>	<b>21,497.00</b>	<b>24,700.00</b>
<b>CAPITAL OUTLAY AND RESTRICTED</b>					
8000 · Capital Outlay - General	0.00	1,500.00	0.00	0.00	25,000.00
<b>Total CAPITAL OUTLAY AND RESTRICTED</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>
<b>NET EXPENDITURES</b>	<b>0.00</b>	<b>357,176.67</b>	<b>394,180.88</b>	<b>399,450.00</b>	<b>517,160.10</b>

### Department Overview

The Operations Department is responsible for implementing mosquito and vector control prevention strategies in the field. Long-term mosquito prevention is accomplished by incorporating Integrated Vector Management methodologies, which uses a combination of applied field techniques involving physical, chemical, and biological control methods.

The Department is also responsible for the repair and maintenance of the District's facility and fleet. Thirteen Vector Control Specialists, one limited-term vector control technician, one Operations Coordinator, and ten seasonal employees, perform Mosquito prevention and management. One Building and Grounds Maintenance Specialist performs facility maintenance. One Data Analyst supports all aspects of the operation through the extraction and analysis of information. All working under the Operations Manager.

Responsibilities of operational field staff include inspecting neglected pools and ponds, channels, underground storm drains, spreading basins, rivers, flood channels, street gutters and urban mosquito breeding sources. They also work with city officials and other public agencies to improve infrastructure and communicate public health threats.

### Budget Highlights

#### Labor and Salaries

The Department will be adding (1) full-time Vector Control Specialist I position. This full-time position is necessary to cover the increased demand and specialized nature of invasive *Aedes* service requests. The Department will be updating the Data Analyst job description, to better describe current job duties and the pay scale to better reflect that of similar positions in the public sector.

#### Specialty Vehicle Purchase

The Department will be purchasing (2) hard tire Jeeps, dedicated for use in open flood channel systems. The Jeeps will be used to inspect and treat these systems on a regular management schedule. The Jeeps will be replacing the two ATVs that we currently use and will eliminate the excessive labor hours required to deploy them while significantly improving safety. We will use those additional hours to manage the flood channels more frequently.

## Department: Operations

<b>Full-time Positions</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Proposed</b>
Operations Manager	1	1	1	1
Operations Coordinator	1	1	1	1
Fleet Mechanic	1	1	1	0
Data Analyst	0	1	1	1
Facility Maintenance	1	1	1	1
VC Specialist III	0	1	2	2
VC Specialist II	7	8	10	8
VC Specialist I	1	3	1	3
Limited Surveillance Tech	0	1	4	1
Extra Help VC Technicians	17	8	14	10
	29	26	36	29

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

FY 19/20 PROPOSED BUDGET

<b>OPERATIONS DEPARTMENT</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>SALARIES &amp; BENEFITS</b>					
<b>Salaries</b>					
6210 · Salaries - Exempt		67,879.36	96,492.84	97,900.00	101,700.00
6212 · Salaries - Non Exempt		862,035.10	1,034,309.31	921,400.00	1,267,439.48
6216 · Salaries - Overtime		21,638.45	15,000.00	4,000.00	12,000.00
6218 · Salaries - Vacation		67,505.14	48,460.00	66,000.00	63,604.00
6219 · Salaries - Holiday		54,275.36	64,300.00	65,400.00	69,685.20
6220 · Salaries - Sick Pay		38,468.69	51,640.00	51,500.00	62,276.00
6230 · Salaries - Extra Help		91,450.82	318,836.00	188,300.00	200,000.00
6240 · Social Security		2,321.81	5,545.00	5,850.00	4,550.00
6140 · Medicare		18,190.15	22,680.00	19,800.00	26,000.00
6070 · Cafeteria Benefit		154,062.51	182,400.00	147,000.00	192,000.00
6200 · Retirement - Classic		44,762.24	54,640.00	41,100.00	62,000.00
6201 · Retirement - PEPRA		42,038.31	57,120.00	51,400.00	70,500.00
<b>Total SALARIES &amp; BENEFITS</b>	<b>0.00</b>	<b>1,464,627.94</b>	<b>1,951,423.15</b>	<b>1,659,650.00</b>	<b>2,131,754.68</b>
<b>ORGANIZATIONAL EXPENDITURES</b>					
6007 · Automobile Lease		73,148.26	73,800.00	91,200.00	60,000.00
6035 · Computer Hardware		3,760.51	10,000.00	10,000.00	6,000.00
6036 · Computer Software		8,138.42	10,000.00	10,000.00	5,000.00
6040 · Facility Maint.		4,557.51	37,500.00	33,000.00	42,000.00
6042 · Equipment Maint.		1,905.00	9,000.00	9,000.00	12,000.00
6044 · Grounds		50.75	4,000.00	4,000.00	0.00
6185 · Postage		294.93	3,200.00	1,000.00	4,000.00
6186 · Printing & Reproduction		0.00	1,000.00	1,800.00	1,500.00
Professionals Development		0.00	0.00	0.00	2,000.00
6232 · Seminars and Meetings		4,506.99	8,910.00	8,500.00	16,500.00
6283 · Pesticides		30,458.22	50,000.00	50,000.00	51,000.00
6260 · Vehicle Maintenance		15,965.47	25,000.00	45,000.00	60,000.00
6262 · Gasoline		51,022.16	50,000.00	61,275.00	70,000.00
6270 · Office Supplies		2,287.97	3,900.00	3,500.00	3,500.00
6280 · Operations Supplies		29,114.69	18,000.00	14,000.00	18,000.00
6281 · Mosquito Fish Supplies		0.00	30,000.00	1,500.00	5,000.00
6302 · Safety		17,631.23	20,000.00	18,000.00	20,000.00
6304 · Surveillance, Aerial		23,118.00	0.00	25,000.00	25,300.00
6330 · Training, CEU's		4,148.00	4,000.00	5,000.00	4,400.00
Misc. Rentals		0.00	0.00	0.00	2,850.00
Boots		0.00	0.00	0.00	5,500.00
Branded Clothing		0.00	0.00	0.00	800.00
6332 · Uniforms		11,964.90	27,000.00	12,200.00	10,000.00
<b>Total ORGANIZATIONAL EXPENDITURES</b>	<b>0.00</b>	<b>282,073.01</b>	<b>385,310.00</b>	<b>403,975.00</b>	<b>425,350.00</b>

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

*FY 19/20 PROPOSED BUDGET*

<b>OPERATIONS DEPARTMENT</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>CAPITAL OUTLAY AND RESTRICTED</b>					
<b>8000 - Capital Outlay - General</b>	0.00	26,011.12	120,000.00	60,000.00	100,000.00
<b>Total CAPITAL OUTLAY AND RESTRICTED</b>	<b>0.00</b>	<b>26,011.12</b>	<b>120,000.00</b>	<b>60,000.00</b>	<b>100,000.00</b>

<b>NET EXPENDITURES</b>	<b>0.00</b>	<b>1,772,712.07</b>	<b>2,456,733.15</b>	<b>2,123,625.00</b>	<b>2,657,104.68</b>
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## Department: Surveillance

### Department Overview

The Scientific Program is responsible for the surveillance program that monitors the abundance of disease-carrying insects and occurrences of vector-borne diseases, as well as all technical aspects of the overall program.

The department is comprised of a Scientific Program Manager, a Senior Vector Ecologist, a Vector Ecologist, two Assistant Vector Ecologists, as well as a Surveillance Technician. The disease surveillance program serves as an early warning system in the detection of mosquito-borne viruses that can infect people and animals. Testing for the presence of viruses and pathogens in mosquitoes and wild birds helps identify disease transmission before human cases occur.

The Vector Ecologists are involved in developing control and monitoring strategies for both native and invasive mosquito species. They are responsible for conducting studies to improve mosquito treatment efficacy and monitoring for pesticide resistance.

The Scientific Program continues to collaborate with local agencies, national agencies and universities on studies surrounding emerging vector and disease issues.

### Personnel Summary

Full-time Positions	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed
Scientific Program Manager	1	1	1	1
Sr. Vector Ecologist	1	1	1	1
Vector Ecologist	1	1	1	1
Asst Vector Ecologist	0	2	2	2
Ltd Asst Vector Ecologist	2	0	0	0
Ltd Surveillance Technician	0	1	1	1
E/H Surveillance Tech	10	8	1	1
	15	14	7	7

# SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 19/20 PROPOSED BUDGET

SURVEILLANCE DEPARTMENT					
Account Classification	2016 - 2017 Actual	2017 - 2018 Actual	2018 - 2019 Adopted Budget	2018 - 2019 Estimated Actual	2019 - 2020 Proposed Budget
<b>SALARIES &amp; BENEFITS</b>					
<b>Salaries</b>					
6210 · Salaries - Exempt		46,056.26	88,681.32	87,400.00	96,700.00
6212 · Salaries - Non Exempt		260,306.43	348,925.68	89,000.00	365,990.00
6216 · Salaries - Overtime		1,238.35	1,000.00	500.00	1,000.00
6218 · Salaries - Vacation		20,925.33	17,335.00	8,420.00	20,370.00
6219 · Salaries - Holiday		18,271.69	25,132.00	14,000.00	25,135.00
6220 · Salaries - Sick Pay		15,962.59	18,675.00	8,010.00	20,720.00
6230 · Salaries - Part-time - XH		116,545.10	15,000.00	5,000.00	16,880.00
6240 · Social Security		3,393.39	920.00	310.00	950.00
6140 · Medicare		7,123.14	7,720.00	3,600.00	8,100.00
6070 · Cafeteria Benefit		50,969.77	57,600.00	36,000.00	57,600.00
6200 · Retirement - Classic		7,029.52	10,150.00	0.00	11,355.00
6201 · Retirement - PEPRA		20,479.07	27,015.00	11,000.00	31,235.00
<b>Total SALARIES &amp; BENEFITS</b>	<b>0.00</b>	<b>568,300.64</b>	<b>618,154.00</b>	<b>263,240.00</b>	<b>656,035.00</b>
<b>ORGANIZATIONAL EXPENDITURES</b>					
6035 · Computer Hardware		584.65	2,000.00	2,500.00	2,000.00
6036 · Computer Software		0.00	500.00	0.00	500.00
6185 · Postage		1,317.21	1,500.00	500.00	1,500.00
6232 · Seminars and Meetings		3,167.61	8,900.00	8,500.00	8,900.00
6250 · Surveillance Supplies		34,199.42	16,100.00	30,000.00	15,000.00
Arbovirus Testing Supplies		0.00	0.00	0.00	20,000.00
Uniforms - Branded Clothing		0.00	0.00	0.00	2,200.00
6270 · Office Supplies		556.96	1,600.00	400.00	1,600.00
<b>Total ORGANIZATIONAL EXPENDITURES</b>	<b>0.00</b>	<b>39,825.85</b>	<b>30,600.00</b>	<b>41,900.00</b>	<b>51,700.00</b>
<b>CAPITAL OUTLAY AND RESTRICTED</b>					
8000 · Capital Outlay - General	0.00	0.00	0.00	0.00	14,000.00
<b>Total CAPITAL OUTLAY AND RESTRICTED</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,000.00</b>
<b>NET EXPENDITURES</b>	<b>0.00</b>	<b>608,126.49</b>	<b>648,754.00</b>	<b>305,140.00</b>	<b>721,735.00</b>

**Department Overview**

The role of the Communications Department is to promote District services and raise awareness about current and emerging vector-related public health issues. The department designs outreach campaigns and materials that emphasize shared responsibility of vector control with the public. This long-term, sustainable approach uses outreach strategies that engages key target audiences, such as students, residents and elected officials. Regularly assessing programs, using the latest communications technology and being knowledgeable about the diverse population in San Gabriel Valley are vital to ensure a comprehensive outreach program. Campaigns conducted by the Communications Department range from hyper-local targeting to the regional level. Department staff will regularly collaborate with other public health partners and organizations to increase reach and awareness.

**Budget Highlights**

**Personnel** - Four Communications Department staff members provide outreach to nearly 2 million residents within the District. The latest addition of an Education Specialist position will help distribute the demand for our services. Our outreach services include community presentations, school presentations, coordinating and staffing event booths, delivering brochures, meeting community and elected officials, and maintaining communications with community partners.

**Media Production** – The expensive and vast Los Angeles media market requires the District to create videos, GIFs, images and other content that traditionally relied on mass media. Acquiring the appropriate equipment ensures the District is self-sufficient in content creation and distribution. The growth of media production is a reflection of the expanding skill set of the Communications Department.

**Event Participation** – To maximize reach to nearly two million residents, the District must participate in events that draw in large audiences. Entry and high-impact placement at venues often requires participation fees. By limiting our outreach activities to larger events, we reduce the need to drastically expand staffing.

**Personnel Summary**

<b>Full-time Positions</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Proposed</b>
Public Information Officer	1	1	1	1
Education Specialist	1	1	1	2
Creative Services Specialist	1	1	0	0
Communications Specialist	0	0	1	1
Outreach Assistant	0	0	1	1
	<b>3</b>	<b>3</b>	<b>4</b>	<b>5</b>



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

FY 19/20 PROPOSED BUDGET

<b>COMMUNICATIONS DEPARTMENT</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>SALARIES &amp; BENEFITS</b>					
<b>Salaries</b>					
6210 · Salaries - Exempt		53,264.78	80,434.20	82,600.00	87,700.00
6212 · Salaries - Non Exempt		111,045.90	121,111.59	115,000.00	224,350.00
6216 · Salaries - Overtime		1,397.72	2,500.00	1,500.00	4,000.00
6218 · Salaries - Vacation		7,857.71	7,710.00	7,700.00	13,750.00
6219 · Salaries - Holiday		7,902.58	11,325.00	12,000.00	17,880.00
6220 · Salaries - Sick Pay		5,219.91	8,055.00	7,000.00	13,750.00
6230 · Salaries - Extra Help		1,081.12	14,850.00	15,500.00	0.00
6240 · Social Security		872.95	920.00	980.00	0.00
6140 · Medicare		2,465.96	3,780.00	3,200.00	5,900.00
6070 · Cafeteria Benefit		31,307.07	28,800.00	31,000.00	57,600.00
6200 · Retirement - Classic		7,294.28	7,815.00	7,500.00	8,800.00
6201 · Retirement - PEPRA		5,598.60	10,115.00	9,600.00	22,300.00
<b>Total SALARIES &amp; BENEFITS</b>	<b>0.00</b>	<b>235,308.58</b>	<b>297,415.79</b>	<b>293,580.00</b>	<b>456,030.00</b>
<b>ORGANIZATIONAL EXPENDITURES</b>					
6003 · Advertising		53.68	30,000.00	30,000.00	30,000.00
6035 · Computer Hardware		23.98	4,500.00	4,500.00	4,500.00
6036 · Computer Software		1,729.64	900.00	1,600.00	2,500.00
6037 · Website and Email Service		4.99	3,195.00	3,195.00	5,700.00
6185 · Postage		118.68	3,500.00	1,000.00	3,500.00
6186 · Printing & Reproduction		0.00	9,000.00	9,000.00	12,000.00
Media Production		0.00	0.00	0.00	10,000.00
Event Participation Fees		0.00	0.00	0.00	4,000.00
Branded Clothing		0.00	0.00	0.00	800.00
6232 · Seminars and Meetings		2,934.82	1,000.00	3,100.00	12,000.00
6270 · Office Supplies		1,141.33	1,000.00	1,600.00	1,000.00
6290 · Communications Supplies		33,772.61	11,200.00	10,000.00	10,000.00
6305 · Education Program Supplies		0.00	700.00	500.00	3,000.00
<b>Total ORGANIZATIONAL EXPENDITURES</b>	<b>0.00</b>	<b>39,779.73</b>	<b>64,995.00</b>	<b>64,495.00</b>	<b>99,000.00</b>
<b>CAPITAL OUTLAY AND RESTRICTED</b>					
8000 · Capital Outlay - General	0.00	0.00	0.00	0.00	48,000.00
<b>Total CAPITAL OUTLAY AND RESTRICTED</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,000.00</b>
<b>NET EXPENDITURES</b>	<b>0.00</b>	<b>275,088.31</b>	<b>362,410.79</b>	<b>358,075.00</b>	<b>603,030.00</b>

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

FY 19/20 PROPOSED BUDGET

<b>NON-DEPARTMENTAL</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>Revenue</b>					
4010 · Assessments		3,851,637.71	4,576,612.95	4,600,000.00	5,101,288.88
4050 · Interest, LA County		29,812.49	24,000.00	40,000.00	37,000.00
4060 · Interest Income, LAIF		19,134.76	10,500.00	34,000.00	30,000.00
4070 · Interest Income, Citizens Sweep		797.80	850.00	500.00	500.00
4030 · Grants		111,034.29	0.00	48,000.00	0.00
<b>Total Revenue</b>	<b>0.00</b>	<b>4,012,417.05</b>	<b>4,611,962.95</b>	<b>4,722,500.00</b>	<b>5,168,788.88</b>

<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>SALARIES &amp; BENEFITS</b>					
<b>Salaries</b>					
6122 · Unemployment		20,638.89	19,200.00	23,000.00	25,000.00
6234 · Tuition Reimbursement		0.00	8,000.00	0.00	8,000.00
6200 · Retirement Classic Unfunded		58,452.88	0.00	109,383.00	15,000.00
6201 · Retirement PEPRA Unfunded		125.44	0.00	713.76	1,200.00
6065 · Group Term Life		3,187.30	4,300.00	3,900.00	4,300.00
6072 · Health Benefits - Retired EE		10,532.16	12,000.00	15,140.00	20,000.00
6074 · Post Retirement Benefits		0.00	0.00	50,000.00	50,000.00
<b>Total SALARIES &amp; BENEFITS</b>	<b>0.00</b>	<b>92,936.67</b>	<b>43,500.00</b>	<b>202,136.76</b>	<b>123,500.00</b>

<b>ORGANIZATIONAL EXPENDITURES</b>					
6010 · Awards		1,747.13	2,000.00	2,000.00	4,000.00
6020 · Bank Charges		4,463.50	5,000.00	13,000.00	15,000.00
6035 · Computer Hardware		0.00	0.00	15,000.00	25,000.00
6036 · Computer Software-Licenses		0.00	0.00	10,000.00	50,000.00
6312 · Communications, Field		25,080.86	28,000.00	30,000.00	38,000.00
6315 · Telephone, Internet		11,193.69	24,500.00	16,000.00	30,000.00
6320 · Telephone, Office		13,468.78	14,000.00	12,100.00	14,000.00
6090 · Auto Insurance		0.00	1,648.00	1,648.00	1,950.00
6100 · Liability Insurance		32,098.00	65,411.00	63,019.00	78,444.00
6110 · Workers Comp Insurance		72,577.00	111,546.00	110,842.00	109,946.00
6120 · Property Insurance		3,250.00	3,258.00	3,196.00	2,351.00
6085 · VCJPA General Fund		10,729.00	9,656.00	8,348.00	8,969.00
6111 · Other Insurance		1,622.02	2,000.00	1,500.00	3,500.00
6073 · Equipment Lease		12,742.74	38,000.00	36,200.00	23,000.00
6075 · Fees & Assessments		4,771.61	4,000.00	3,600.00	4,000.00

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

*FY 19/20 PROPOSED BUDGET*

<b>NON-DEPARTMENTAL</b>					
<b>Account Classification</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
6080 · Hiring Expenses		1,194.99	5,600.00	3,000.00	5,600.00
6150 · Memberships		14,683.68	25,000.00	22,500.00	25,000.00
6170 · Miscellaneous Expenses		2,802.69	3,000.00	3,100.00	3,500.00
6000 · Accounting Services		5,242.50	20,000.00	17,000.00	20,000.00
6130 · Legal Services		23,534.44	35,000.00	25,000.00	35,000.00
6190 · Other Services		4,045.00	5,000.00	4,500.00	6,000.00
6046 · Professional Services - IT		40,304.61	35,000.00	35,000.00	50,000.00
6192 · Research		2,250.00	1,000.00	0.00	1,000.00
6300 · Reference		0.00	0.00	0.00	0.00
6310 · Benefit Assessment Admin Cost		99,278.72	115,000.00	115,000.00	118,000.00
6340 · Electric Service		38,985.13	39,000.00	39,000.00	41,000.00
6341 · Natural Gas		2,253.52	3,000.00	2,700.00	3,000.00
6343 · Water Service		1,967.83	2,000.00	1,850.00	2,100.00
<b>Total ORGANIZATIONAL EXPENDITURES</b>	<b>0.00</b>	<b>430,287.44</b>	<b>597,619.00</b>	<b>595,103.00</b>	<b>718,360.00</b>

<b>NET REVENUE &amp; EXPENDITURES</b>	<b>0.00</b>	<b>3,489,192.94</b>	<b>3,970,843.95</b>	<b>3,925,260.24</b>	<b>4,326,928.88</b>
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# SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 19/20 PROPOSED BUDGET

DESIGNATED RESERVES					
Account Classification	2016 - 2017 Actual	2017 - 2018 Actual	2018 - 2019 Adopted Budget	2018 - 2019 Estimated Actual	2019 - 2020 Proposed Budget
<b>3100 · Public Health Emergency</b>	1,326,200.00	1,326,200.00	1,326,200.00	1,326,200.00	1,326,200.00
Transfers In	0.00	0.00	0.00	0.00	0.00
Transfers Out	0.00	0.00	0.00	0.00	0.00
<b>Revenue &amp; Transfers In Total</b>	0.00	0.00	0.00	0.00	0.00
<b>Expense &amp; Transfer Out Total</b>	0.00	0.00	0.00	0.00	0.00
<b>Net (Use of) Addition to Reserves</b>	0.00	0.00	0.00	0.00	0.00
<b>3125 · Capital Projects</b>	612,923.00	612,923.00	612,923.00	612,923.00	469,923.00
Transfers In	0.00	0.00	0.00	0.00	0.00
Transfers Out	0.00	0.00	(143,000.00)	(143,000.00)	0.00
<b>Revenue &amp; Transfers In Total</b>	0.00	0.00	0.00	0.00	0.00
<b>Expense &amp; Transfer Out Total</b>	0.00	0.00	(143,000.00)	(143,000.00)	0.00
<b>Net (Use of) Addition to Reserves</b>	0.00	0.00	143,000.00	(143,000.00)	0.00
<b>3160 · Pension Liability</b>	0.00	0.00	200,258.00	200,258.00	200,258.00
Transfers In	0.00	0.00	0.00	0.00	0.00
Transfers Out	0.00	0.00	0.00	0.00	0.00
<b>Revenue &amp; Transfers In Total</b>	0.00	0.00	0.00	0.00	0.00
<b>Expense &amp; Transfer Out Total</b>	0.00	0.00	0.00	0.00	0.00
<b>Net (Use of) Addition to Reserves</b>	0.00	0.00	0.00	0.00	0.00
<b>3165 · Building/Facilities</b>	0.00	0.00	0.00	0.00	100,000.00
Transfers In	0.00	0.00	100,000.00	100,000.00	48,994.34
Transfers Out	0.00	0.00	0.00	0.00	0.00
<b>Revenue &amp; Transfers In Total</b>	0.00	0.00	100,000.00	100,000.00	148,994.34
<b>Expense &amp; Transfer Out Total</b>	0.00	0.00	0.00	0.00	0.00
<b>Net (Use of) Addition to Reserves</b>	0.00	0.00	0.00	0.00	0.00
<b>3170 · Vehicle Replacement</b>	0.00	0.00	0.00	0.00	43,760.00
Transfers In	0.00	0.00	251,423.28	103,060.00	0.00
Transfers Out	0.00	0.00	(120,000.00)	(59,300.00)	0.00
<b>Revenue &amp; Transfers In Total</b>	0.00	0.00	251,423.28	103,060.00	0.00
<b>Expense &amp; Transfer Out Total</b>	0.00	0.00	(120,000.00)	(59,300.00)	0.00
<b>Net (Use of) Addition to Reserves</b>	0.00	0.00	131,423.28	0.00	0.00
<b>Total Reserves</b>	<b>1,939,123.00</b>	<b>1,939,123.00</b>	<b>2,227,804.28</b>	<b>2,140,141.00</b>	<b>2,189,135.34</b>

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

*FY 19/20 PROPOSED BUDGET*

<b>RESTRICTED RESERVE ACCOUNTS</b>	<b>2016 - 2017 Actual</b>	<b>2017 - 2018 Actual</b>	<b>2018 - 2019 Adopted Budget</b>	<b>2018 - 2019 Estimated Actual</b>	<b>2019 - 2020 Proposed Budget</b>
<b>3180 - VCJPA Property Contingency Fund</b>	97,113.00	97,113.00	96,911.00	97,000.00	97,200.00
<b>Total Reserves</b>	<u>97,113.00</u>	<u>97,113.00</u>	<u>96,911.00</u>	<u>97,000.00</u>	<u>97,200.00</u>
<b>GRAND TOTAL RESERVES</b>	<b>2,036,236.00</b>	<b>2,036,236.00</b>	<b>2,324,715.28</b>	<b>2,237,141.00</b>	<b>2,286,335.34</b>

DRAFT

## Capital Outlay Summary

2019-2020 Budget

### Operating Fund

#### Executive:

##### Server Replacement/Virtualization and Building Security

Replace servers and implement virtualization \$ 75,000

Security Cameras \$ 5,000

Total \$ 80,000

#### Administration:

##### Office Equipment and Computers

Computer and office equipment for new personnel \$ 25,000

Total \$ 25,000

#### Operations:

##### Vehicles:

##### Acquire 2 fleet vehicles - specialty flood channel

Vehicles and modifications \$ 100,000

Total \$ 100,000

#### Communications:

##### Vehicle, Computers and Office Equipment

Dedicated mobile outreach and education vehicle \$ 38,000

Computer and office equipment for new personnel \$ 10,000

Total \$ 48,000

#### Surveillance:

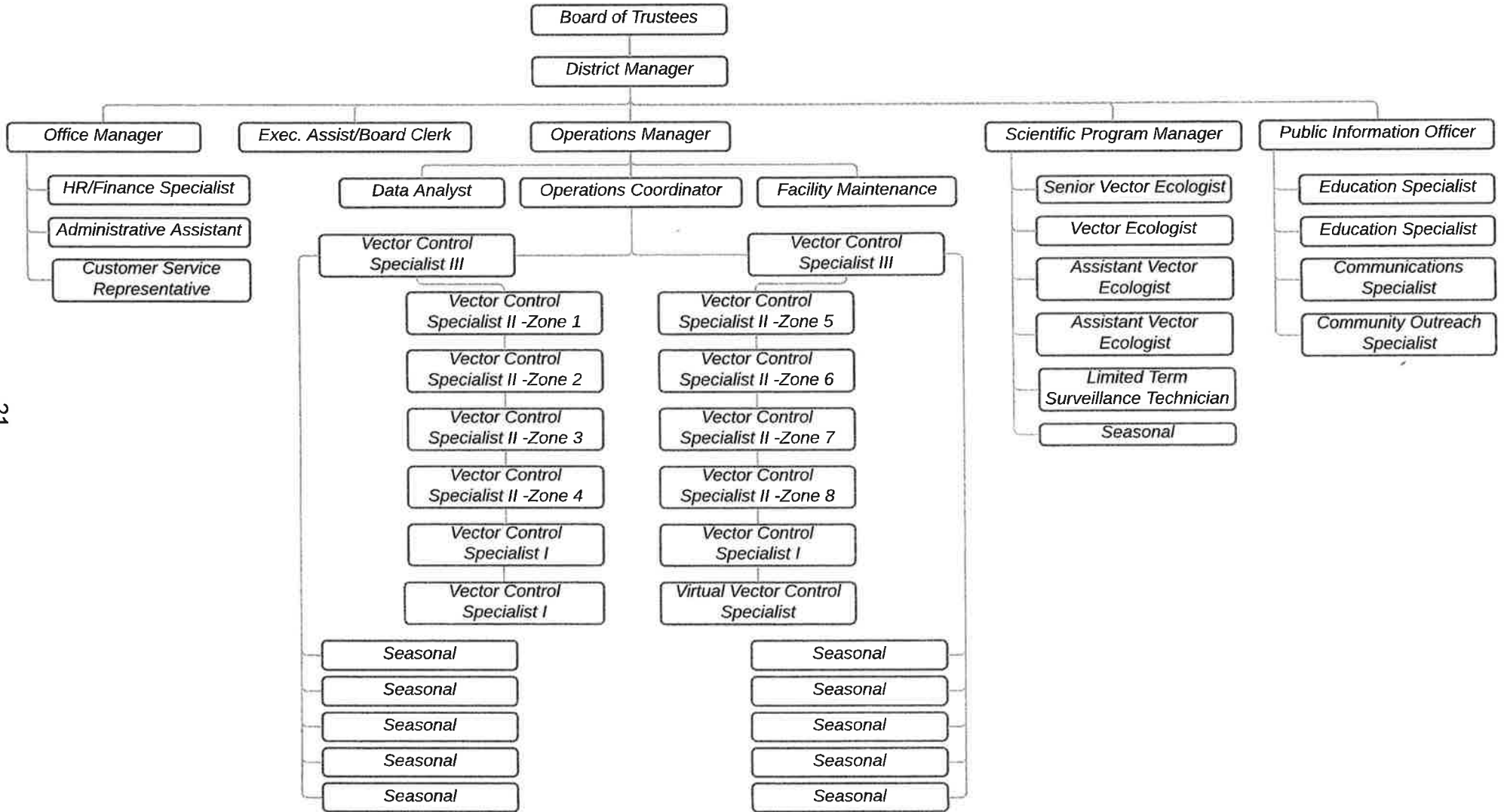
##### Mosquito Surveillance Materials

Equipment for laboratory \$ 14,000

Total \$ 14,000

### Total Operating Fund

\$ 267,000



**San Gabriel Valley Mosquito & Vector Control District**  
1145 North Azusa Canyon Road, West Covina, CA 91790  
May 10, 2019

**The Public Information Committee**  
will meet immediately after the Board adjourns

**Agenda**

- 1. Call to Order and Silent Roll Call**  
(Charles Myers, Committee Chairperson)
  
- 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 Committee on any issue within the Committee'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 Committee for consideration. There will be no dialog between the Committee and the Commenter. Any clarifying questions from the Committee must go through the Committee Chairperson.*
  
- 3. Future Goals in Detail**  
(Levy Sun, Public Information Officer)
  
- 4. Adjournment**

**Public Information Committee**

Abraham Cruz	Robert Neher
Julie Costanzo	Joseph Rocha
Manuel Garcia	Stephen Sham
Dan Holloway	Jerry Velasco
Charles Myers, Chair	

**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.”



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Esther Elliott  
Clerk of the Board, San Gabriel Valley MVCD  
Board of Trustees