



San Gabriel Valley Mosquito & Vector Control District

1145 North Azusa Canyon Road, West Covina, CA 91790

Phone: 626-814-9466 | Website: www.sgvmosquito.org

Email: district@sgvmosquito.org

BOARD OF TRUSTEES MEETING AGENDA MAY 12, 2023 – 7:00 a.m.

1. **Call to Order**

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

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

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

3. **Consent Calendar**

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

- 3.1 List of Claims: April 2023
- 3.2 Budget Status Report: April 2023
- 3.3 Minutes of Board of Trustees Meeting: April 2023
- 3.4 Operations Report: April 2023
- 3.5 Surveillance Report: April 2023
- 3.6 Communications Report: April 2023
- 3.7 Treasurer's Report: March 2023 / District Working Balance: May 2023

4. **Presentation:** None

5. **Closed Session: Public Employee Performance Evaluation**

(Acting Committee Chair, John Capoccia)

Pursuant to Government Code Section 54957(b)

Title of Position: District Manager



- **Board Action Required:** Following the closed session discussion by members of this item, the appropriate action is to report any required information and to take action on any recommendation made in closed session.
- 6. **Review of Preliminary Engineer's Report Fiscal Year 2023-2024 (EXHIBIT 6A)**
(Secretary-Treasurer, Lloyd Johnson) (Receive and File) *Late Communication Item Pending Recommendation by Finance and Audit Committee*
- 7. **Consider Draft Annual Budget for Fiscal Year 2023-2024 (EXHIBIT 7A)**
(Secretary-Treasurer, Lloyd Johnson) (Approve/Deny) *Late Communication Item Pending Recommendation by Finance and Audit Committee*
 - **Call for Public Comment**
 - **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve the Draft Annual Budget for Fiscal Year 2023-2024 and direct staff to prepare a Resolution to Order Collection of Special Benefit Property Taxes Inclusive of the FY 2023-2024 Annual Budget.
 - **Alternative Board Action:** If after discussion by members for this item, the Board may choose not to approve the Draft Annual Budget for Fiscal Year 2023-2024 and direct staff to prepare a Resolution to Order Collection of Special Benefit Property Taxes Inclusive of the FY 2023-2024 Annual Budget.
- 8. **Consider Filing Letter of Support for Assembly Bill 557 (EXHIBITS 8A, 8B)**
(Committee Chair, Sho Tay) (Approve/Deny)
 - **Call for Public Comment**
 - **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve filing letter of support for Assembly Bill 557.
 - **Alternative Board Action:** If after discussion by members for this item, the Board may choose not to approve filing letter of support for Assembly Bill 557.
- 9. **District Administration**
 - 9.1 District Update
 - 9.2 Remote Meetings
- 10. **Committee Reports**
- 11. **Trustee Reports**
- 12. **New Business**
- 13. **Adjournment**



CERTIFICATE OF POSTING

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

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

A handwritten signature in blue ink that reads "Cecilia Contreras".

Cecilia Contreras, Clerk of the Board
San Gabriel Valley MVCD

NOTICE TO THE PUBLIC

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

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



San Gabriel Valley Mosquito & Vector Control District

List of Claims | April 2023

San Gabriel Valley Mosquito And Vector Control District Claims List April 13, 2023 April 10-13, 2023

Vendor	Date	Product/Service	Memo/Description	Amount
ADDRESSERS	04/10/2023	6185 POSTAGE	Invoice# 111646 SGVMVC District Spring Mailing QTY:798 Digital print-set up, envelope, fold letter, first class presort postage	994.26
				\$ 994.26
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	165.33
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	90.49
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	2,269.37
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D576306	268.32
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	90.49
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	165.33
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	2,269.37
AMERICAN FIDELITY ASSURANCE	04/10/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# D564893	268.32
				\$ 5,587.02
AMERICAN FIDELITY FLEX ACCT	04/10/2023	6070 FLEX PREMIUMS	Flex Premiums	62.49
AMERICAN FIDELITY FLEX ACCT	04/10/2023	6070 FLEX PREMIUMS	Flex Premiums	108.31
AMERICAN FIDELITY FLEX ACCT	04/10/2023	6070 FLEX PREMIUMS	Flex Premiums	279.16
AMERICAN FIDELITY FLEX ACCT	04/10/2023	6070 FLEX PREMIUMS	Flex Premiums Invoice# 2140369A	237.49
				\$ 687.45
ATHENS SERVICES	04/10/2023	6040 Refuse Disposal	Refuse Disposal Invoice#14214983 Waste collection monthly service	282.01
				\$ 282.01
BENLO COMPANY	04/10/2023	6042 EQUIPMENT MAINTENANCE	Invoice# 929799 Part number 100 Propane	33.97
				\$ 33.97
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH VECTOR-BORNE DISEASE SECTION	04/12/2023	6330 TRAINING, CEU'S	Public Health Certified Technician Examination 2023	468.00
				\$ 468.00
CLEAN TECH ENVIRONMENTAL	04/10/2023	6040 Building Maintenance	Clarifier waste (non hazardous waste) Invoice# 496035	1,762.50
				\$ 1,762.50
DMV RENEWAL	04/10/2023	6075 FEES & ASSESSMENTS	Renewal notice for off highway vehicle registration License# BT2E99 HOND	54.00
DMV RENEWAL	04/10/2023	6075 FEES & ASSESSMENTS	Renewal notice for off highway vehicle registration License# BR8K73 Make-YAMA	54.00
DMV RENEWAL	04/10/2023	6075 FEES & ASSESSMENTS	Renewal notice for off highway vehicle registration License# BR8K71 Make-YAMA	54.00
				\$ 162.00
ENVIRONMENT CONTROL	04/10/2023	6040 Building Maintenance	Monthly Janitorial Services for April Invoice# 14322-411	1,528.00
				\$ 1,528.00
FLEET SOLUTIONS CENTER	04/10/2023	6260 SUPPLIES, MECHANICAL	Invoice# 5150 Check font suspension and steering parts, found oil leaks from steering gear and transmission cooler line. Pitman ARM- Remove & Replace -4WD Idler arm-Remove & Replace, two wheel alignment -Adjustment. Tax & HazMat	775.03
FLEET SOLUTIONS CENTER	04/10/2023	6260 SUPPLIES, MECHANICAL	Invoice# 5161 Check rear lights, stop lights, turn signal. Labor to remove and install stop light switch and adjust it. Tax & HazMat	157.19
FLEET SOLUTIONS CENTER	04/10/2023	6260 SUPPLIES, MECHANICAL	Invoice# 5164 Check vehicle missing lug nuts/loose lug. Labor to torque down lug nuts to specs 120lbs both jeeps Tax & HazMat	98.55
				\$ 1,030.77
IM LANDSCAPING	04/12/2023	6044 MAINTENANCE, GROUNDS	Invoice# 2023-7823 Lawn Mowing Service	175.00
				\$ 175.00



San Gabriel Valley Mosquito & Vector Control District

List of Claims | April 2023

KEENAN & ASSOCIATES	04/12/2023	6270 OFFICE SUPPLIES	Keenan & Associates Consulting 2023 Virtual Benefit fair Invoice# 287232	93.00
				\$ 93.00
LEWIS BRISBOIS BISGAARD & SMITH LLP	04/10/2023	6130 Profess Serv rendered	Professional Services rendered SGVMVCD General Counsel Invoice# 3593283	715.00
LEWIS BRISBOIS BISGAARD & SMITH LLP	04/10/2023	6130 Profess Serv rendered	Professional Services rendered SGVMVCD General Counsel Invoice# 3567665	676.00
				\$ 1,391.00
NATIONWIDE RETIREMENT	04/10/2023	6066 457 CONTRIBUTION	Employee Contributions For DM	124.73
				\$ 124.73
Nick Miller	04/10/2023	6280 SUPPLIES, OPERATIONS	Reimbursement for floor damage at 1414 fremont Ave Approx 100 linear feet of base and casing. Approx 60sqft of flooring plank. T bar thresholds, thinset and grouts. Plaster compound sandpaper, rosin papers & mis paint supplies Invoice# 961625	300.00
				\$ 300.00
ODP BUSINESS SOLUTIONS, LLC	04/10/2023	6270 OFFICE SUPPLIES	Invoice# 30998222001 Office Depot clip, binder MED, Clip binder, SM, Clip binder, JMB, Clip Paper, Folder, LTR, 1/3 cut 100 box, Folder, LTR, 1/3 cut 100 box, Color FF, LTR, 1/3 cut -TEA, Tape correction, OD 12PK	132.13
				\$ 132.13
RED WING SHOE STORE	04/10/2023	6334 BOOTS	Invoice# 20230410026095 Boots Purchase 995-1-84272 Steven Gallegos 995-1-84423 Anthony Parker 995-1-85121 Elwin Tran 995-1-85118 Nathan Alba 995-1-85119 Joseph Herrera 995-1-85122 John Vo 995-1-85120 Tommy Aguilar	1,532.47
				\$ 1,532.47
RESCUE ROOTER/ARS	04/10/2023	6040 Building Maintenance	Invoice# 12808608 P-CO-M1000 Commercial Needs	585.00
				\$ 585.00
SHIRLEY CAMPBELL	04/10/2023	6218 Vacation	Vacation hours due to James Campbell	1,939.72
				\$ 1,939.72
SOUTHERN CALIFORNIA EDISON	04/10/2023	6340 UTILITIES - ELECTRIC	Electricity usage Southern California Edison Account# 700251011287	2,051.57
				\$ 2,051.57
STAPLES CREDIT PLAN	04/10/2023	6270 OFFICE SUPPLIES	HP 414 Yellow Standard Yield Toner Cartridge, (W2022A) Magenta Standard Yield Toner Cartridge, Cyan Standard Yield Toner Cartridge, Black Standard Yield Toner Cartridge	465.99
STAPLES CREDIT PLAN	04/10/2023	6270 OFFICE SUPPLIES	HP 206A Magenta Standard Yield Toner Cartridge, Black Standard Yield Toner Cartridge, Yellow Standard Yield Toner Cartridge, Cyan Magenta Standard Yield Toner Cartridge,	317.07
				\$ 783.06
SYNTECH GROUP INC.	04/10/2023	6036 COMPUTER SOFTWARE	Microsoft Office 365 G3 GCC-Per User CAL, 1YR Commit License [4/1/2023-4/30/2023]	832.00
SYNTECH GROUP INC.	04/10/2023	6036 COMPUTER SOFTWARE	Dropsuite Business Backup- [4/1/2023-4/30/2023] CSP NCE-SGVMV & VC	250.00
SYNTECH GROUP INC.	04/10/2023	6036 COMPUTER SOFTWARE	Microsoft Power BI Pro for Government Monthly-1YR Commit [4/1/2023-4-/30/2023]	10.00
SYNTECH GROUP INC.	04/10/2023	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Per User-Standar [4/1/2023-4/30/2023] ProCare Cloud Support+SGVM	1,150.00
SYNTECH GROUP INC.	04/10/2023	6046 PROFESSIONAL SERVICES - IT	ProCare Support Cloud Per User-Premium [4/1/2023-4/30/2023] ProCare Cloud Support+SGVM	1,575.00
SYNTECH GROUP INC.	04/10/2023	6046 PROFESSIONAL SERVICES - IT	Monthly IT Service ProCare base [4/1/2023-4/30/2023] ProCare Cloud Support + SGVM Invoice# SVC-A22486	900.00
SYNTECH GROUP INC.	04/10/2023	6036 COMPUTER SOFTWARE	Invoice# SVC-A22467 Microsoft Office 365 G1 GCC-Per User CAL, 1YR Commit License [4/1/2023-4/30/2023]	192.00
				\$ 4,909.00
TIRE ZONE	04/10/2023	6280 SUPPLIES, MECHANICAL	Invoice# 72396 KUMHO 265/70R16 112 road venture at52 BW Tire Pk 2 Tax, Mount & Balance Tire Disposal Computerized wheel alignment	458.53
TIRE ZONE	04/10/2023	6280 SUPPLIES, OPERATIONS	Invoice# 72300 ARROYO 215/55ZR16 97W XL Grand sport as 1 Tire Tax, Mount & Balance Tire Disposal	100.00
				\$ 558.53
UNITED PET CARE	04/10/2023	6070 CAFETERIA BENEFIT	Pet Insurance Premiums Invoice# 30019386	61.00
				\$ 61.00
WEX/CHEVRON	04/10/2023	6262 Fuel for Trucks	Fuel for Trucks Invoice# 88400260	3,384.29
				\$ 3,384.29

Accounts Payable for April 13, 2023

30,556.48



San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2023

San Gabriel Valley Mosquito And Vector Control District Claims List April 27, 2023 April 27, 2023

Vendor	Date	Product/Service	Memo/Description	Amount
ADDRESSERS	04/27/2023	6185 POSTAGE	Invoice# 111840 SGVMVC District Spring Mailing QTY: 1,767 Second Notice Digital print-set up, envelope, fold letter, first class presort postage	1,746.21
				\$ 1,746.21
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	Slendor magnetic stirrer hot plate mixer 1000ml stirring capacity 5x5 inch max 520 F, EDI [16oz 50 sets] Plastic deli food storage containers with airtight lids	90.86
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	Melitta #4 Cone Coffee filters, YSJAER lab vacuum filtration pump, SP Bel-Art space saver polycarbonate vacuum desiccator with white polypropylene bottom	202.52
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	Personalized office name plate 2x8 customized wall door sign name plate Adhesive back	9.72
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	Quarter Cork Board bulletin board 2x3 framed corkboard	22.44
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	YYkokocat 6-Tire wire shelving unit 2100LB capacity adjustable storage shelves heavy duty storage rack with wheels	75.56
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	Simpure centrifuge tubes 15ml, conical tubes sterile 50pcs	19.26
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	Zulay 3-Pieces Plastic Funnel set -large, medium and small kitchen funnels for filling bottles	7.50
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	Pinnacle Mercantile 3 Pack Condiment squeeze bottles 8-ounce red cap soft squeeze for icing, Winware Steel Dredges 10-Ounce with handle, Jomola dish drying board sink draining rack for kitchen countertop drain Tray undermount sink side drip	34.24
AMAZON CAPITAL SERVICES	04/27/2023	6280 SUPPLIES, OPERATIONS	Zip Ties 12inch heavy duty zip ties 120 Pounds tensile strength	10.67
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	SuperSliders Self-Stick Furniture Sliders for Carpeted Surfaces (4 pieces)	4.97
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	Wood slimline 2241 16/3 Flat plug Inddor Extension Cord	6.43
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	Vibit 16 Pack Key Caps Covers Tags Set Plastic key Identifier Coding Rings in 8 Assorted colors	4.59
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	Trodat Replacment Ink Pads 6/4750- Pack of 2	12.26
AMAZON CAPITAL SERVICES	04/27/2023	6280 SUPPLIES, OPERATIONS	Mowerparts Group Lubricant /Corrosion inhibitor,11.75oz	10.94
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	ROVSUN 2 Pack Rubber Floor Mat with holes,36x 60 Anti-Fatigue/ Non-slip Drainage Mat	86.38
AMAZON CAPITAL SERVICES	04/27/2023	6250 LABORATORY SUPPLIES	Kaytee forti diet pro health pet mouse, rat, and Hamster food , 5 pounds, Tetra Goldfish Variety Pellets, Chefsofi Mortar and Pestle Set- 6 inch, red star Active Dry Yeast, New Star Foodservice 28010 6 piece fast food tray	91.76
AMAZON CAPITAL SERVICES	04/27/2023	6035 COMPUTER HARDWARE	Apple MFi Certified 2pk iphone Lightning to 2 Lightning Adapter	9.63
AMAZON CAPITAL SERVICES	04/27/2023	6030 BOARD EXPENSES	SanDisk 128GB Extreme PRO SDXC UHS-I Memory Card	25.17
AMAZON CAPITAL SERVICES	04/27/2023	6030 BOARD EXPENSES	Delling Large Serving Platter,16/14/12 Inch serving, Yedio 3 Tire serving Tray set 14 inch Porcelain Tiered serving trays platters	118.55
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	Awards4U Retirement Award	54.74
AMAZON CAPITAL SERVICES	04/27/2023	6270 OFFICE SUPPLIES	1/2in black on white Pt-30 35 8000 Pc	47.90
				\$ 946.09
AZUSA LIGHT & WATER	04/27/2023	6343 Meter # 45169724	Account # 303-0191.300 Service Period 3/1/2023 - 3/30/2023	48.21
AZUSA LIGHT & WATER	04/27/2023	6343 Meter # 99172930	Account # 303-0190.300 Service Period 2/2/28/2023 - 4/7/2023	73.33
				\$ 121.54
BECKY A. SHEVLIN	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
CAL PERS	04/27/2023	6070 ADMIN FEE	Admin fee	42.94
CAL PERS	04/27/2023	6070 Med premiums - Cafeteria	Medical premiums ID#100000017146308	1,399.67
CAL PERS	04/27/2023	6070 Med premiums - Cafeteria	Medical premiums	3,367.48
CAL PERS	04/27/2023	6070 Med premiums - Cafeteria	Medical premiums	1,955.43
CAL PERS	04/27/2023	6070 Med premiums - Cafeteria	Medical premiums	2,381.12



San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2023

CAL PERS	04/27/2023	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE	604.00
				\$ 9,750.64
CHARLIE KLINAKIS	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
CLEAN TECH ENVIRONMENTAL	04/27/2023	6040 Building Maintenance	Invoice# 496035 Clarifier waste (non hazardous waste) washout	1,762.50
				\$ 1,762.50
CONCENTRA OCCUPATIONAL HEALTH CENTERS	04/27/2023	6080 Hiring Expenses	Phys- Management, Education & Audiogram Physical Exam Concentra Standard Rapid eCup+5 Panel USD Invoice# 78822315	136.00
				\$ 136.00
COREY CALAYCAY	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
CYNTHIA STERNQUIST	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
EMMANUEL ESTRADA	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
FIDELITY SECURITY LIFE INSURANCE CO.	04/27/2023	6070 Vision Premiums	Vision Premiums	34.31
FIDELITY SECURITY LIFE INSURANCE CO.	04/27/2023	6070 Vision Premiums	Vision Premiums	71.32
FIDELITY SECURITY LIFE INSURANCE CO.	04/27/2023	6070 Vision Premiums	Vision Premiums	214.98
FIDELITY SECURITY LIFE INSURANCE CO.	04/27/2023	6070 Vision Premiums	Vision Premiums	34.31
FIDELITY SECURITY LIFE INSURANCE CO.	04/27/2023	6070 Vision Premiums	Vision Premiums Invoice# 165765147	12.30
				\$ 367.22
FLEET SOLUTIONS CENTER	04/27/2023	6260 SUPPLIES, MECHANICAL	Invoice# 5151 Check Fork lift for propane leaks & Hydraulic hose came off. Labor to install back Hyulic hoses off pulley, HazMat & Tax	200.00
FLEET SOLUTIONS CENTER	04/27/2023	6030 BOARD EXPENSES	Invoice# 5175 FLYWHEEL (AUTO TRANS)- Remove & Replace- F150,V6,RWD, HazMat & Tax	958.90
				\$ 1,158.90
FRONTIER	04/27/2023	6315 Monthly Internet Charges	Monthly Internet Charges Acc 626-197-1465-020723-5	555.00
				\$ 555.00
Go To Communications, Inc	04/27/2023	6320 TELEPHONE OFFICE	Invoice# IN7101873160 Office Phones Go To Connect Standard-Monthly Service Charge	1,099.16
				\$ 1,099.16
Henry Aviles	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
HOME DEPOT	04/27/2023	6040 Building Maintenance	Roundup weed&grass 1.25G refill	44.03
HOME DEPOT	04/27/2023	6042 EQUIPMENT MAINTENANCE	Loctite clear silicone 2.7oz, 1-1/2 x1-1/4 assorted washers, 1-1/2 Flanged washers , 1-1/2 Bevel washer	20.56
HOME DEPOT	04/27/2023	6044 MAINTENANCE, GROUNDS	Downy sheets 240ct & Everbilt 7/8 2pc sprng storage clip	33.48
HOME DEPOT	04/27/2023	6040 Building Maintenance	Slideer 2-1/2 Adhesive 4pk	14.27
				\$ 112.34



San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2023

JACKIE DOORNIK	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
JERRY VELASCO	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
JOHN CAPOCCIA	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
JOSEPH LEON	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
KENN K. FUJIOKA	04/27/2023	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE	241.71
				\$ 241.71
LIEBERT CASSIDY WHITMORE	04/27/2023	6130 Profess Serv rendered	Professional Services rendered Invoice# 238622	76.00
				\$ 76.00
LINCOLN FINANCIAL GROUP	04/27/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	613.50
LINCOLN FINANCIAL GROUP	04/27/2023	6065 GROUP TERM LIFE	Group term Life Insurance Ref# 4547730385	328.86
				\$ 942.36
LLOYD JOHNSON	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	149.50
				\$ 149.50
MANUEL R. GARCIA	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
MARTA TANAKA	04/27/2023	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE	852.90
				\$ 852.90
MARY ANGELA BRISCO	04/27/2023	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE	603.64
				\$ 603.64
Meshal Kashifalghita	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
MIKE NIFFENEGGER	04/27/2023	6072 MEDICAL PREMIUM-Retired EE	Medical premiums - Retired EE	841.59
				\$ 841.59
NATIONWIDE RETIREMENT	04/27/2023	6066 457 CONTRIBUTION	Employee Contributions For DM	124.73
				\$ 124.73
PATRICIA CORTEZ	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
PERS	04/27/2023	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	970.02
PERS	04/27/2023	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	223.87



San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2023

PERS	04/27/2023	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%) PR 4/27/23	933.63
PERS	04/27/2023	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	1,811.86
PERS	04/27/2023	6200 RETIREMENT - CLASSIC	Employer Contribution (10.87%)	389.64
PERS	04/27/2023	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	465.88
PERS	04/27/2023	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	346.19
PERS	04/27/2023	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	717.96
PERS	04/27/2023	6201 RETIREMENT - PEPRA	Employer Contribution (7.47%)	2,166.83
				\$ 8,025.88
PRINCIPAL DENTAL	04/27/2023	6070 Dental premiums - Cafeter	Dental Premiums	274.97
PRINCIPAL DENTAL	04/27/2023	6070 Dental premiums - Cafeter	Dental Premiums	45.46
PRINCIPAL DENTAL	04/27/2023	6070 Dental premiums - Cafeter	Dental Premiums	184.97
PRINCIPAL DENTAL	04/27/2023	6070 Dental premiums - Cafeter	Dental Premiums	1,421.23
PRINCIPAL DENTAL	04/27/2023	6070 Dental premiums - Cafeter	Dental Premiums	180.92
				\$ 2,107.55
QUADIENT FINANCE USA, INC	04/27/2023	6185 POSTAGE	Postage Machine Reference# WEST COV0000030238214	160.00
				\$ 160.00
QUADIENT LEASING USA, INC	04/27/2023	6185 LEASE NO	Lease No N22081355 Coverage period 16-May-23 to 15-Aug-23 Invoice# N9903751	249.00
				\$ 249.00
RICHARD BARAKAT	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
ROBERT GONZALES	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
ROBERT S. JOE	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
SANDRA ARMENTA	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
SHO TAY	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00
SOCALGAS	04/27/2023	6341 Utilities	Gas Service Acc # 057 518 2100 9	176.12
SOCALGAS	04/27/2023	6341 Utilities	Gas Service Acc # 059 618 2100 5	33.43
				\$ 209.55
TEXAS LIFE INSURANCE COMPANY	04/27/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums	42.25
TEXAS LIFE INSURANCE COMPANY	04/27/2023	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums Invoice# SM09BT20230413001	166.75
				\$ 209.00
TIM SANDOVAL	04/27/2023	6030 BOARD EXPENSES	Reimbursement for the Attendance of the Board Meeting on April 14, 2023	100.00
				\$ 100.00



San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2023

TIRE ZONE	04/27/2023	6260 SUPPLIES, MECHANICAL	Invoice#72628 KUMHO 265/70R17 115T Road venture at52BW Tire Package QTY:4 California Tire Tax Fee, Mount & Balance	820.00
				\$ 820.00
TPx COMMUNICATIONS	04/27/2023	6320 Office phones	Office phones	707.61
TPx COMMUNICATIONS	04/27/2023	6315 Monthly Internet Charges	Monthly Internet Charge Invoice# 169272886-0	907.50
				\$ 1,615.11
VERIZON WIRELESS	04/27/2023	6312 Monthly District Field Ph	Monthly District Field Phones Account # 272560553-00001 Invoice# 9932145965	2,575.29
				\$ 2,575.29
Accounts Payable for April 27, 2023				39,459.41
Total Accounts Payable for April 2023				70,015.89
Total Payroll for April 2023				219,101.22
see attached				
Total Claims for April 2023				289,117.11



San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2023

San Gabriel Valley MVCD Payroll for April 2023

Department	April 13, 2023	April 27, 2023	TOTAL
EXECUTIVE	9,709.37	6,236.66	15,946.03
ADMINISTRATION	9,762.32	13,373.58	23,135.90
OPERATIONS	53,035.04	51,126.34	104,161.38
SURVEILLANCE	9,611.20	9,711.20	19,322.40
COMMUNICATIONS	12,184.02	17,171.91	29,355.93
SEASONAL WORKERS	5,724.80	8,320.63	14,045.43
Gross Payroll	100,026.75	105,940.32	205,967.07
Employer Taxes	2,166.86	2,854.61	5,021.47
Car Allowance	500.00	-	500.00
Employee Benefit-Med	3,806.34	3,806.34	7,612.68
TOTAL PAYROLL	106,499.95	112,601.27	219,101.22



San Gabriel Valley Mosquito & Vector Control District Budget Status Report | April 2023

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 84% of Year Completed
April 30, 2023

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	51,729.06	510,335.22	784,718.00	274,382.78	65.03	
Salaries - Non Exempt	123,783.27	1,373,072.75	2,137,471.00	764,398.25	64.24	
Salaries - Overtime	11.45	30,066.76	20,500.00	(9,566.76)	146.67	ENS & Pool activity
Salaries - Vacation	11,025.80	143,771.05	119,397.00	(24,374.05)	120.41	Payout-resignations
Salaries-Holiday	1,103.90	104,751.44	135,438.00	30,686.56	77.34	
Salaries, Sick Pay	7,497.80	97,367.25	103,581.00	6,213.75	94.00	Covid SPSL
Salaries, Part-time - XH	13,885.74	125,119.75	245,828.00	120,708.25	50.90	
Management Car Allowance	500.00	5,000.00	6,000.00	1,000.00	83.33	
Cafeteria Benefit	26,392.06	280,180.04	481,800.00	201,619.96	58.15	
Hlth Benefits, Ret Emps	3,143.84	35,903.44	43,500.00	7,596.56	82.54	
Employer, 457 Contribution	249.46	2,670.26	3,541.00	870.74	75.41	
Medicare	3,072.63	36,025.23	52,091.00	16,065.77	69.16	
Retirement - Classic	6,270.26	71,903.15	213,723.00	141,819.85	33.64	
Retirement - Pepra	10,006.72	115,420.14	65,619.00	(49,801.14)	175.89	
Retirement - Classic-Unfunded Liability	0.00	161,193.00	304,508.00	143,315.00	52.94	
Retirement - Pepra-Unfunded Liability	0.00	0.00	155,050.00	155,050.00	0.00	
Social Security	866.41	5,344.04	9,875.00	4,530.96	54.12	
Group Term Life Ins	628.86	3,892.04	5,200.00	1,307.96	74.85	
Tuition Reimbursement	0.00	3,611.28	4,000.00	388.72	90.28	
Insurance, unemployment	1,082.43	14,428.28	26,000.00	11,571.72	55.49	
Post Retirement Benefits	0.00	101,286.00	42,901.00	(58,385.00)	236.09	Additional payment
TOTAL PERSONNEL EXPENSES	261,249.69	3,221,341.12	4,960,741.00	1,739,399.88	64.94	
OPERATING EXPENSES						
Event Participation Fees	0.00	0.00	3,000.00	3,000.00	0.00	
Arbovirus Testing Supplies	0.00	8,049.44	20,000.00	11,950.56	40.25	
Branded Clothing	0.00	4,222.54	9,800.00	5,577.46	43.09	
Boots	1,260.37	3,808.76	5,500.00	1,691.24	69.25	
Misc. Rentals	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Development	0.00	366.56	2,000.00	1,633.44	18.33	
Awards	0.00	1,825.29	1,800.00	(25.29)	101.41	Service Awards
Advertising	0.00	15,230.14	25,000.00	9,769.86	60.92	



San Gabriel Valley Mosquito & Vector Control District Budget Status Report | April 2023

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 84% of Year Completed
April 30, 2023

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Bank Charges	1,329.56	15,221.95	19,000.00	3,778.05	80.12	
Board expenses	3,152.12	26,128.99	32,000.00	5,871.01	81.65	
Computer Hardware	9.63	9,886.82	24,000.00	14,113.18	41.20	
Computer Software	1,284.00	55,566.93	46,000.00	(9,566.93)	120.80	Neogov renewal
Website/Email Service	0.00	5,160.26	7,000.00	1,839.74	73.72	
Facility maintenance	5,978.31	63,754.90	45,000.00	(18,754.90)	141.68	Landscaping & Backflow repair
Maintenance, equipment	54.53	2,551.53	3,000.00	448.47	85.05	
Maintenance, grounds	208.48	1,231.16	2,000.00	768.84	61.56	
Lease Equipment	0.00	15,500.00	21,000.00	5,500.00	73.81	
Fees & Assessments	162.00	4,028.29	4,300.00	271.71	93.68	LAFCO fees
Hiring expenses	136.00	11,024.39	13,000.00	1,975.61	84.80	
VCJPA General Fund	0.00	4,230.00	4,106.00	(124.00)	103.02	One time fee
Insurance, liability	0.00	119,037.00	126,327.00	7,290.00	94.23	One time fee
Workers Comp Insurance	0.00	179,876.00	162,354.00	(17,522.00)	110.79	One time fee
Automobile Insurance	0.00	2,607.00	2,607.00	0.00	100.00	One time fee
Other Insurance	408.60	2,624.04	5,500.00	2,875.96	47.71	
Insurance, property	0.00	(3,338.69)	9,935.00	13,273.69	(33.61)	Reimbursement for property claim
Legal	1,467.00	22,306.90	50,000.00	27,693.10	44.61	
Memberships	0.00	31,992.61	35,500.00	3,507.39	90.12	HR, LCW & MVCAC member fees
Miscellaneous expenses	0.00	1,873.71	3,000.00	1,126.29	62.46	
Postage	3,149.47	4,718.30	8,300.00	3,581.70	56.85	
Accounting Services, Auditor	0.00	14,200.00	20,000.00	5,800.00	71.00	
Professional Services , Other	0.00	0.00	5,000.00	5,000.00	0.00	
Professional Services-IT	3,625.00	42,859.00	50,000.00	7,141.00	85.72	
Printing & Reproduction	0.00	4,033.94	14,000.00	9,966.06	28.81	
Reference	0.00	0.00	800.00	800.00	0.00	
Seminars and meetings	0.00	24,452.57	49,106.00	24,653.43	49.80	
Supplies, Surveillance	608.08	7,822.47	15,000.00	7,177.53	52.15	
Supplies, Vehicle Maintenance	2,509.30	27,154.10	50,000.00	22,845.90	54.31	
Supplies, Gasoline	3,384.29	49,310.86	70,000.00	20,689.14	70.44	
Supplies, Office	0.00	5,705.61	11,700.00	5,994.39	48.77	
Supplies, Mosquito Fish	0.00	228.16	2,500.00	2,271.84	9.13	
Supplies, Operations	421.61	2,472.56	10,000.00	7,527.44	24.73	
Supplies, Pesticides	0.00	100,315.16	93,627.00	(6,688.16)	107.14	Pesticide supply for season



San Gabriel Valley Mosquito & Vector Control District Budget Status Report | April 2023

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 84% of Year Completed
April 30, 2023

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Supplies, Communications	0.00	4,771.55	8,000.00	3,228.45	59.64	
Supplies, Education Program	0.00	2,126.71	12,000.00	9,873.29	17.72	
Supplies, Safety	0.00	4,665.02	10,000.00	5,334.98	46.65	
Supplies, Media Production	0.00	777.09	800.00	22.91	97.14	Supplies for season
Benefit Assesment Admin Cost	19,294.00	115,147.75	118,000.00	2,852.25	97.58	One time fee
Communications, field	2,575.29	29,851.13	50,000.00	20,148.87	59.70	
Telephone, Internet	709.47	11,700.89	14,000.00	2,299.11	83.58	
Telephone , Office	2,559.80	19,031.60	15,000.00	(4,031.60)	126.88	Tpx & Frontier
Training , CEU's	468.00	1,190.00	4,400.00	3,210.00	27.05	
Uniforms and clothing	0.00	9,040.41	12,000.00	2,959.59	75.34	
Utilities, Electric	2,051.57	29,696.19	34,000.00	4,303.81	87.34	Increase in fees
Utilities, Natural Gas	209.55	3,154.74	4,000.00	845.26	78.87	
Utilities, Water	121.54	1,478.81	2,500.00	1,021.19	59.15	
Surveillance, Aerial	0.00	0.00	25,500.00	25,500.00	0.00	
TOTAL OPERATING EXPENSES	57,137.57	1,120,671.14	1,394,962.00	274,290.86	80.34	
TOTAL EXPENSES	318,387.26	4,342,012.26	6,355,703.00	2,013,690.74	68.32	
CAPITAL OUTLAY EXPENSES						
Capital Outlay	0.00	43,486.10	57,500.00	14,013.90	75.63	Vehicle purchase
TOTAL CAPITAL EXPENSES	0.00	43,486.10	57,500.00	14,013.90	75.63	
RESERVES						
Reserve, Public Health Em	0.00	0.00	500,200.00	500,200.00	0.00	
Reserve, Capital Projects	0.00	0.00	300,000.00	300,000.00	0.00	
Reserve, Pension Liability	0.00	0.00	400,000.00	400,000.00	0.00	
Reserve, Building/Facilities	0.00	0.00	100,000.00	100,000.00	0.00	
Reserve, Vehicle Replacement	0.00	0.00	100,000.00	100,000.00	0.00	
TOTAL RESERVES	0.00	0.00	1,400,200.00	1,400,200.00	0.00	



San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting Minutes
April 14, 2023

TRUSTEES PRESENT

Henry Aviles (Alhambra)
 Sho Tay (Arcadia)
 Robert Gonzales (Azusa)
 Emmanuel Estrada (Baldwin Park)
 Richard Barakat (Bradbury)
 Corey Calaycay (Claremont)
 Patricia Cortez (Covina)
 Jerry Velasco (El Monte)
 Jackie Doornik (Glendora)
 Manuel Garcia (Irwindale)
 Charlie Klinakis (La Puente)
 Meshal Kashiflghita (La Verne)
 Becky Shevlin (Monrovia)
 Joseph Leon (Monterey Park)
 Rachel Janbek (Pasadena)
 Tim Sandoval (Pomona)
 Sandra Armenta (Rosemead)
 John Capoccia (Sierra Madre)
 Robert Joe (South Pasadena)
 Cynthia Sternquist (Temple City)
 Lloyd Johnson (West Covina)

TRUSTEES ABSENT

Margaret Finlay (Duarte)
 Catherine Marcucci (Industry)
 VACANT (L.A. County)
 Ryan Vienna (San Dimas)
 Denise Menchaca (San Gabriel)
 Allen Wu (Walnut)

STAFF PRESENT

Jason Farned
 Tristan Hallum
 Gilbert Holguin
 Cecilia Contreras
 Carol Anne Hagle

GUESTS PRESENT

District Counsel, Kelly Alhadeff-Black

1. Call to Order

Board President Shevlin called the meeting to order at 7 a.m. Trustee Johnson led the Pledge of Allegiance. Clerk of the Board Contreras confirmed a quorum and noted absences.

2. Opportunity for Public Comment on Non-Agenda Items

None

3. Consent Calendar

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

AYES: Aviles, Tay, Gonzales, Estrada, Barakat, Calaycay, Cortez, Velasco, Doornik, Garcia, Klinakis, Kashiflghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Capoccia, Joe, Sternquist, Johnson

NOES: None

ABSTAIN: None

ABSENT: Finlay, Marcucci, Vienna, Menchaca, Wu

4. Presentation

4.1 Resistance in Vector Control: Tristan Hallum, Director of Scientific Programs provided a presentation on Resistance in Vector Control. Discussion ensued and consensus among members was for staff to continue to provide education regarding topic in future to Board.



San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting Minutes
April 14, 2023

5. Consider Salary Schedule Updates for District Manager, Limited Term Vector Control Technician, and Extra Help Positions

District Manager Farned provided an overview of the item and indicated that a joint meeting of the Finance and Audit and Personnel and Policy Committees had convened and recommended approval of the item. Motion by Trustee Sternquist, seconded by Trustee Johnson and carried by the following vote to approve the salary schedule updates as proposed for District Manager, Limited Term Vector Control Technician, and Extra Help positions.

AYES: Aviles, Tay, Gonzales, Estrada, Barakat, Calaycay, Cortez, Velasco, Doornik, Garcia, Klinakis, Kashiflghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Capoccia, Joe, Sternquist, Johnson
 NOES: None
 ABSTAIN: None
 ABSENT: Finlay, Marcucci, Vienna, Menchaca, Wu

6. District Administration

6.1 Upcoming Committee Meetings

District Manager Farned provided a reminder to members of upcoming Legislative, Personnel and Policy, and Finance and Audit Committee meetings.

6.2 District Update

District Counsel Black provided an update on teleconferencing meeting options. District Manager Farned indicated the board would need to determine if teleconferencing is an option they would like to consider for future use then provide direction to staff to research manner in which to implement. President Shevlin requested District Manager Farned first do preliminary research on costs associated with the technology required for teleconferencing in addition to details regarding ongoing staff support that will be needed then report back to board with that information. District Manager Farned communicated staffing updates regarding seasonals and announced appointment of Director of Communications, Anais Medina Diaz. He also provided a mosquito update and shared information on press that has been reported recently regarding upcoming season.

7. Committee Reports

None

8. Trustee Reports

Trustee Kashiflghita requested additional traps in the City of La Verne and a staff presentation at a future City Council meeting. Trustee Doornik requested research on a sharing program for real estate agents to use to report black fly activity. Trustee Sandoval shared information on an upcoming Heart of the Foothills event on Sunday, April 23rd in the cities of Pomona, Claremont, La Verne, and San Dimas. Trustee Velasco commented on utilizing public television access to promote mosquito education. Trustee Doornik commented on importance of ecosystem and expressed appreciation for opportunity to attend MVCAC conference.

9. New Business

None

10. Adjournment

The meeting was adjourned at 7:57 a.m. in memory of James Campbell.



San Gabriel Valley Mosquito & Vector Control District Operations Department Report Disease Weeks 13 - 17 | March 26 – April 29

Zone Specialists:

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

Operations Summary:

This report includes chemical usage for April 2023.

The Operations department continues to focus efforts on field activities to identify, eliminate, and treat mosquito breeding sites and maintain known habitats to reduce the threat of disease. Resources are being deployed in a proactive manner to places that need it most to account for recent rain activity through the winter months.

The department has filled all eight of the seasonal positions in preparation for the current season. Training is well underway with five of the eight seasonals actively performing field activities.

The District is in the second phase of its spring swimming pool condition confirmation effort with nearly 65% of the 3,220 non-functional swimming pools compliant. Aerial surveillance will be taking place and be used to verify pool conditions for those residents who do not respond to our requests for condition confirmation.

Chemical Usage: April 2023

Larvicides/Pupicides				
Method of Action	Target	Amount	Area Treated	
Larvicide Oils (Surface Film)				
Suffocation	Mosquitoes	0.91 gal.	8340	sq.ft.
Insect Growth Regulators (IGR's)				
Inhibits metamorphosis	Mosquitoes	51.46 lbs.	21690	sq.ft.
Bacterials				
Ingestion, toxicant	Mosquitoes	0.74 gal.	380159	sq.ft.
Ingestion, toxicant	Mosquitoes	124.92 lbs.	1050952	sq.ft.
Ingestion, toxicant	Black flies	5.10 gal.	1415	m ³
Biologicals				
Mosquito fish	Mosquitoes	633 ea.	8146	sq.ft.



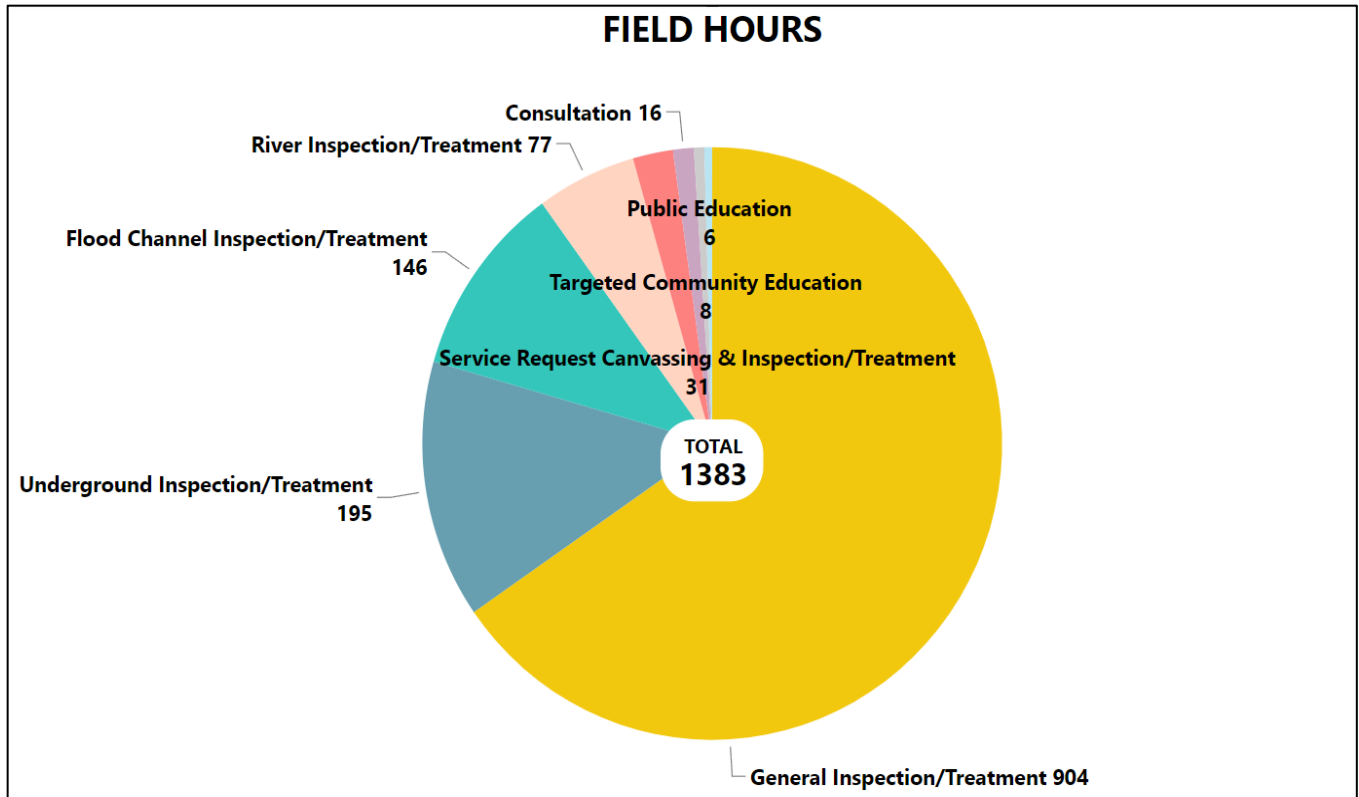
San Gabriel Valley Mosquito & Vector Control District
Operations Department Report
 Disease Weeks 13 - 17 | March 26 – April 29

Field Statistics:

1,412 ^{- 21.77 %}
2022
 SITES VISITED

92 ^{+15 %}
2022
 SERVICE REQUESTS

25 ^{+ 108.33 %}
2022
 CONSULTATIONS





San Gabriel Valley Mosquito & Vector Control District
Surveillance Department Report
 Disease Weeks 13 – 17 | March 26 – April 29

Mosquito Surveillance Activities

This mosquito season has been impacted by an unprecedented amount of rain and persistent cold temperatures. While this has had the beneficial effect of refilling local aquifers, it has also significantly delayed the standard mosquito season. As is displayed in Figure 1, the average mosquitoes per trap has remained at an all-time low for the current season. Mosquito development requires daily average temperatures to rise to a certain degree and remain at those temperatures throughout the day and night (70° Fahrenheit at a minimum). As daily average temperatures continue to rise we anticipate seeing that reflected in our overall mosquito abundance.

Routine mosquito surveillance continued through weeks 14-17 using Gravid, BG sentinel 2 and carbon dioxide (CO2) trap types. An average of 53 traps were deployed each week while total abundance ranged from 31-162 mosquitoes per week. The average number of mosquitos caught per trap ranged from 0.5-3.8 during this time frame.

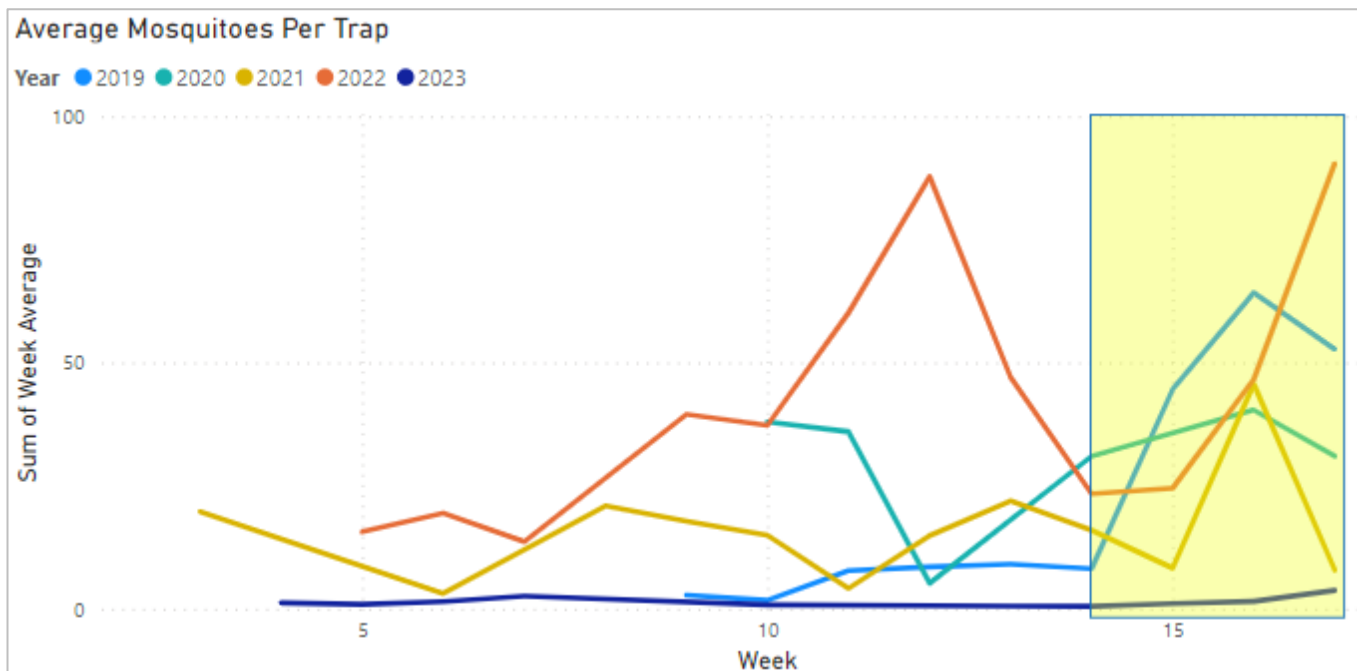


Fig. 1 Historical average mosquito counts for years 2019 through 2023. Highlighted are weeks fourteen through seventeen.



San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 13 – 17 | March 26 – April 29

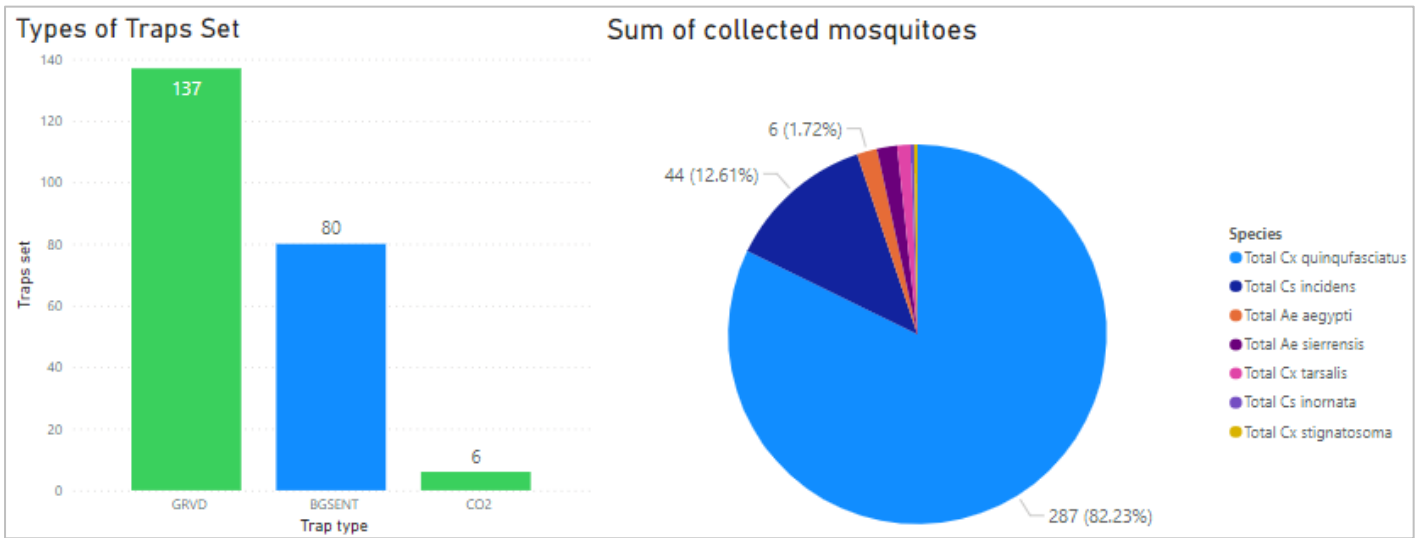


Fig. 2 These charts depict the total number/types of traps set and the overall abundance of mosquitoes collected during the current reporting period. Species listed on the far right are sorted by total amount collected during this reporting period.

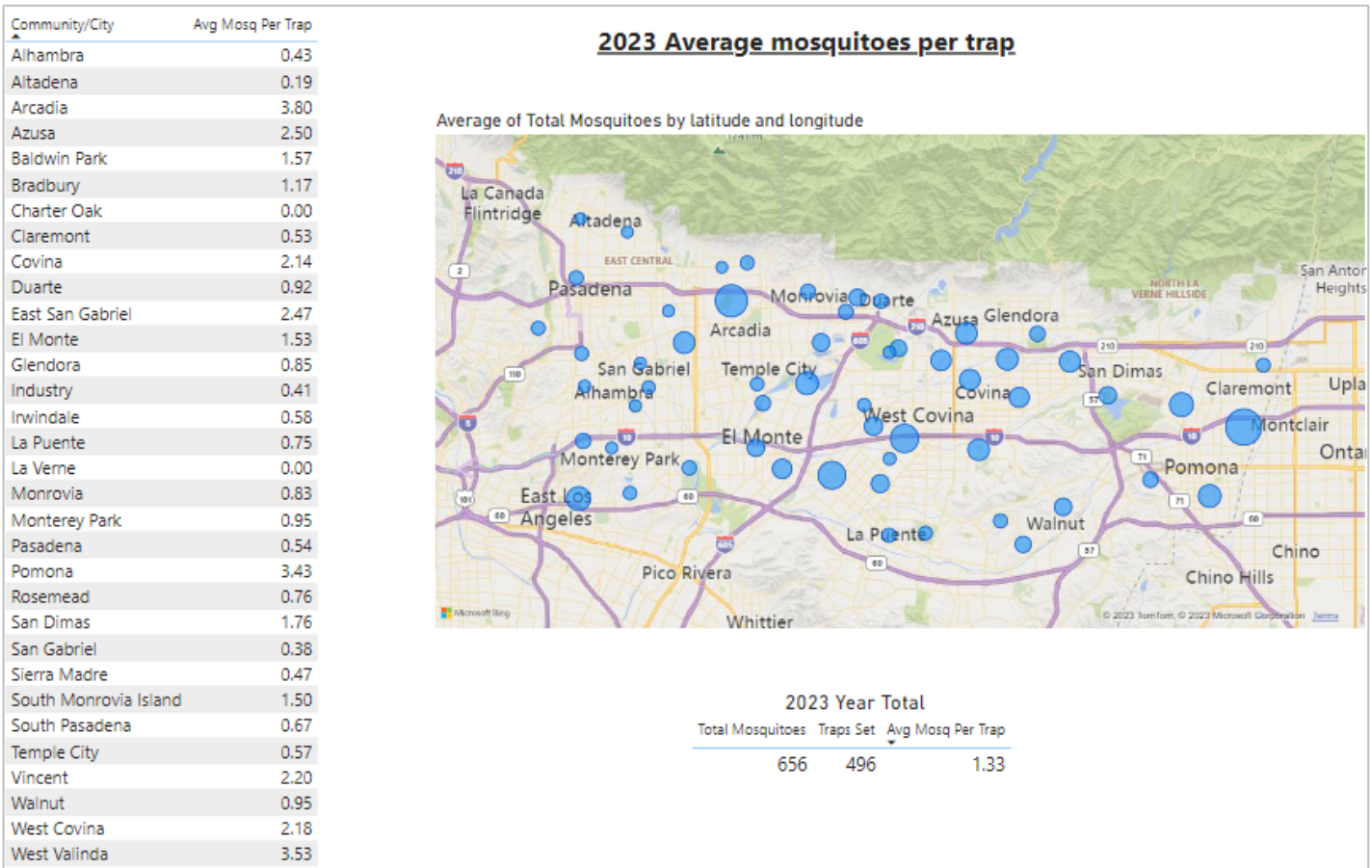


Fig. 3 The chart on the left depicts the average amount of mosquitoes collected per trap by sampling location and city/community. The map displays these trapping location averages while the size of the bubbles on the map reflects the relative abundance of mosquitoes caught in each trap.



San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 13 – 17 | March 26 – April 29

Invasive *Aedes* mosquitoes have been collected from the cities of Monterey Park, Pomona and Baldwin Park. Abundance for these invasive species has remained negligible but we are following up at these locations as daily average temperatures continue to rise.

An enhanced surveillance activity was performed in response to a high volume of breeding containers identified at a waste disposal facility in Baldwin Park during Week 17. Four additional surveillance traps were deployed at and nearby the site resulting in the collection of six invasive *Ae. aegypti* and thirteen other mosquitoes. We plan to re-visit the site in the coming weeks to monitor this population.

Black Fly Surveillance

CO₂ traps targeting black flies were set during Week 16 and Week 17. Three dry ice baited CO₂ traps were set to monitor black fly abundance in relation to local breeding sources.

The two-week totals for these indicator locations are as follows:

- 30 flies collected from 1000 Glencoe Heights
- 52 flies collected from 1251 Hicrest Rd. (GL)
- 16 flies collected from Hook West Flood Channel

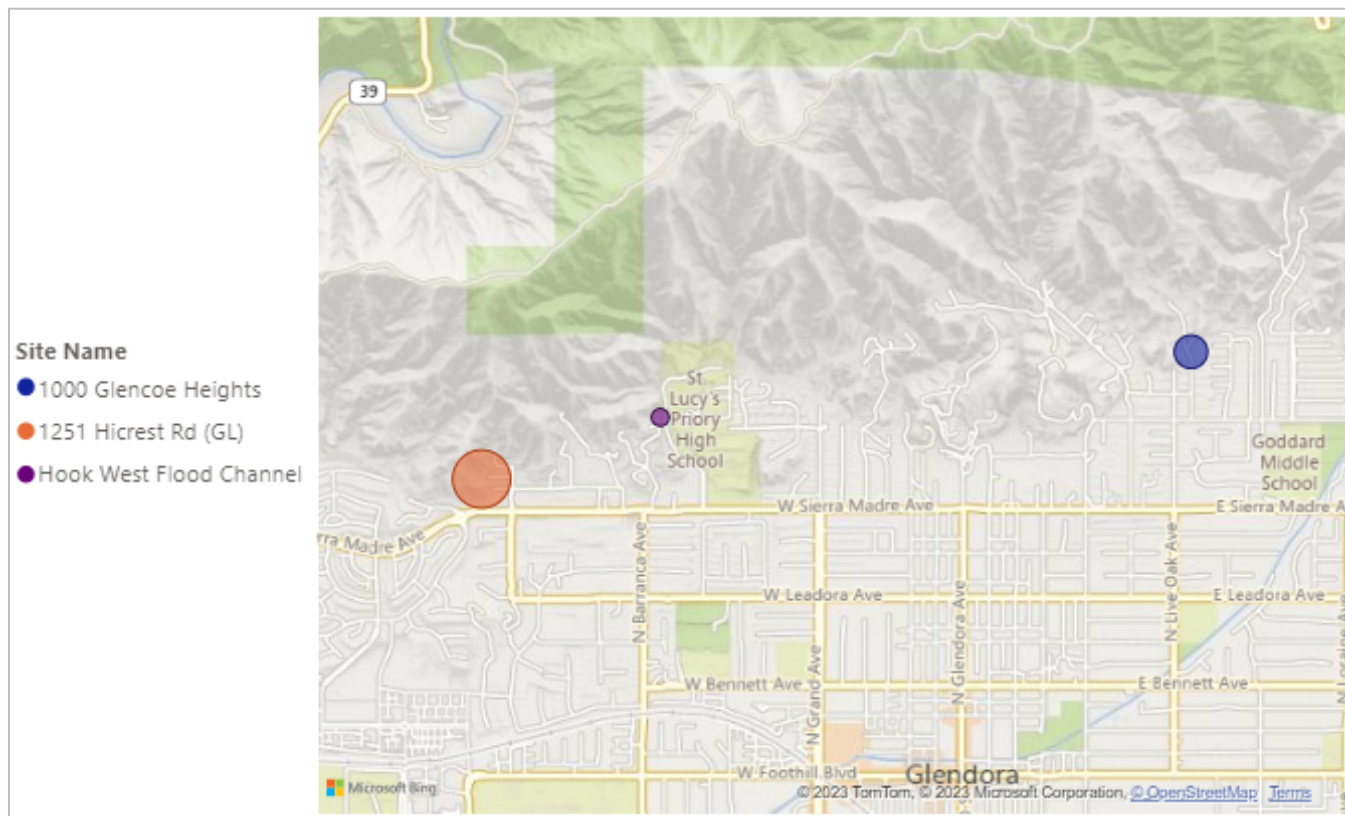


Fig. 4: Black fly trap counts in week 17. All trap locations shown were positive for black flies. The size of the bubbles on the map reflects the relative numbers of black fly caught in each trap.



San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 13 – 17 | March 26 – April 29

Arbovirus Activity

Arbovirus testing has commenced for the 2023 mosquito season. We plan to continue our partnership with West Valley Mosquito and Vector Control District and contract with them for our mosquito pool and dead bird testing.

Prior to an initial detection of West Nile Virus (WNV) within district boundaries, our aim is target sites with a high abundance of *Culex quinquefasciatus*, the districts primary vector of WNV. As abundance rises and samples test positive for WNV the sampling methodology will adjust with the season, but the target vector of importance will remain the same.

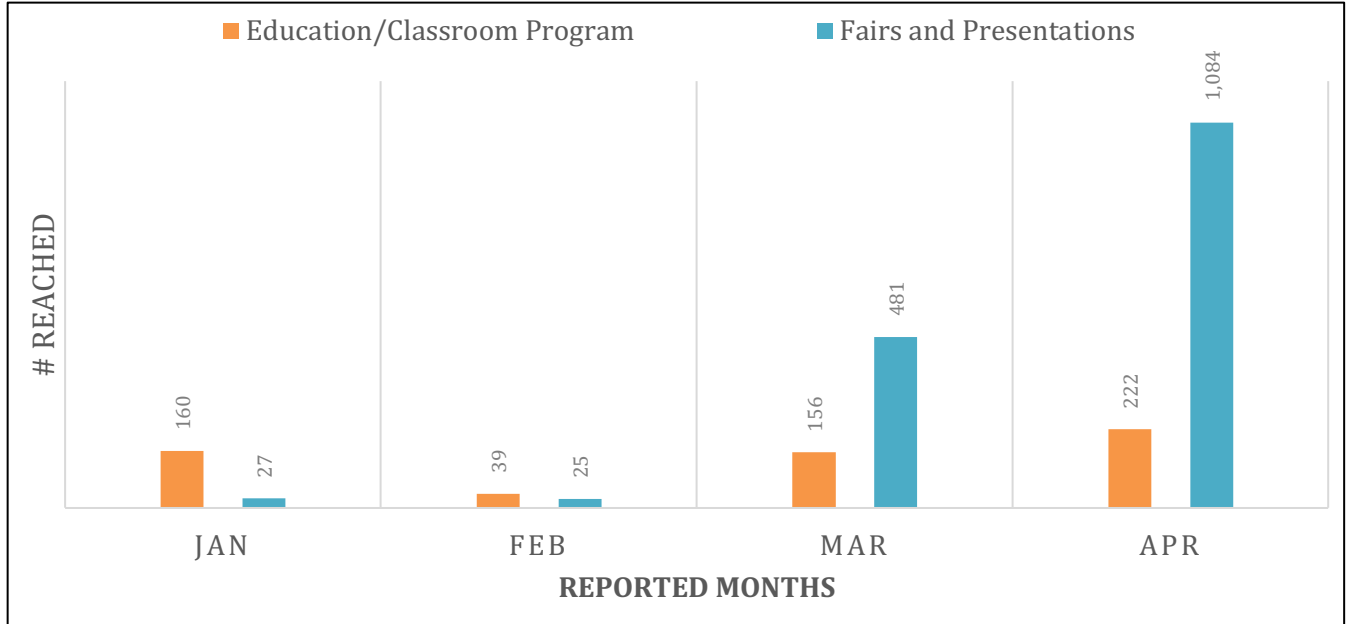
For our current reporting period:

- Three mosquito pools have been collected, all are awaiting testing.
- Two dead birds were submitted, one collected sample is awaiting testing.



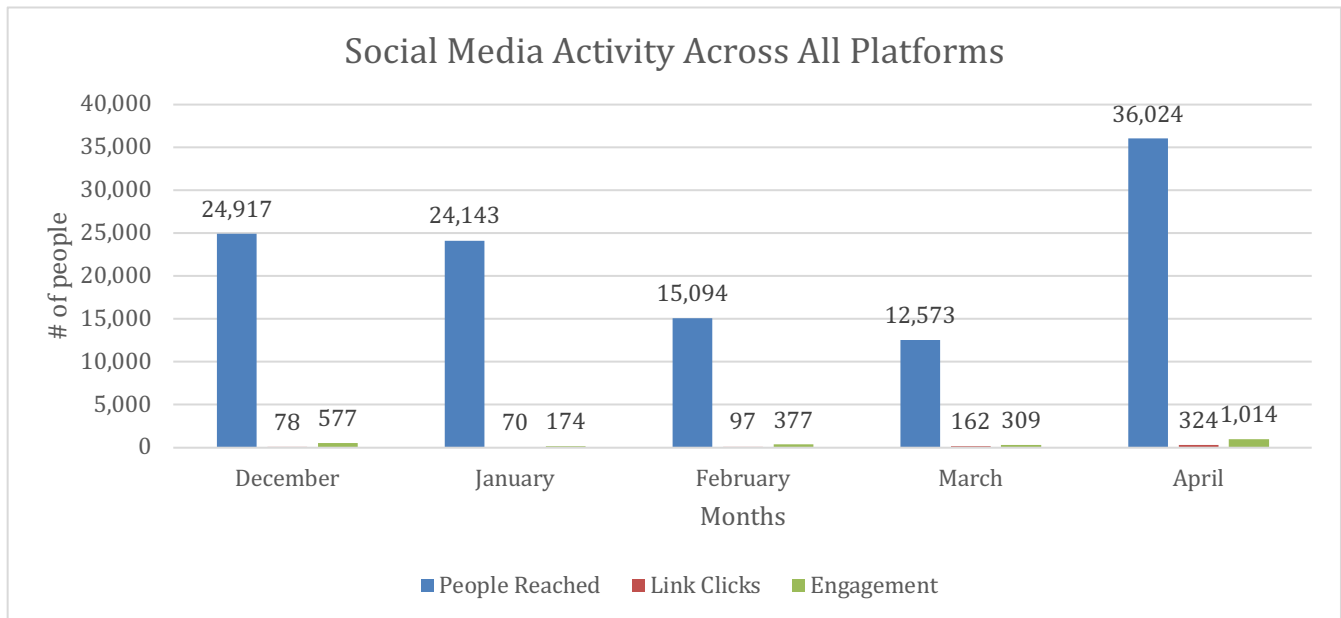
San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 13 – 17 | March 26 – April 29

Outreach Activities:



Digital Key Performance Indicators (KPIs):

A delay in reported data may be present. Reported numbers reflects full calendar months to accurately track KPIs from all District social media platforms.





San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 13 – 17 | March 26 – April 29

Digital Response Support

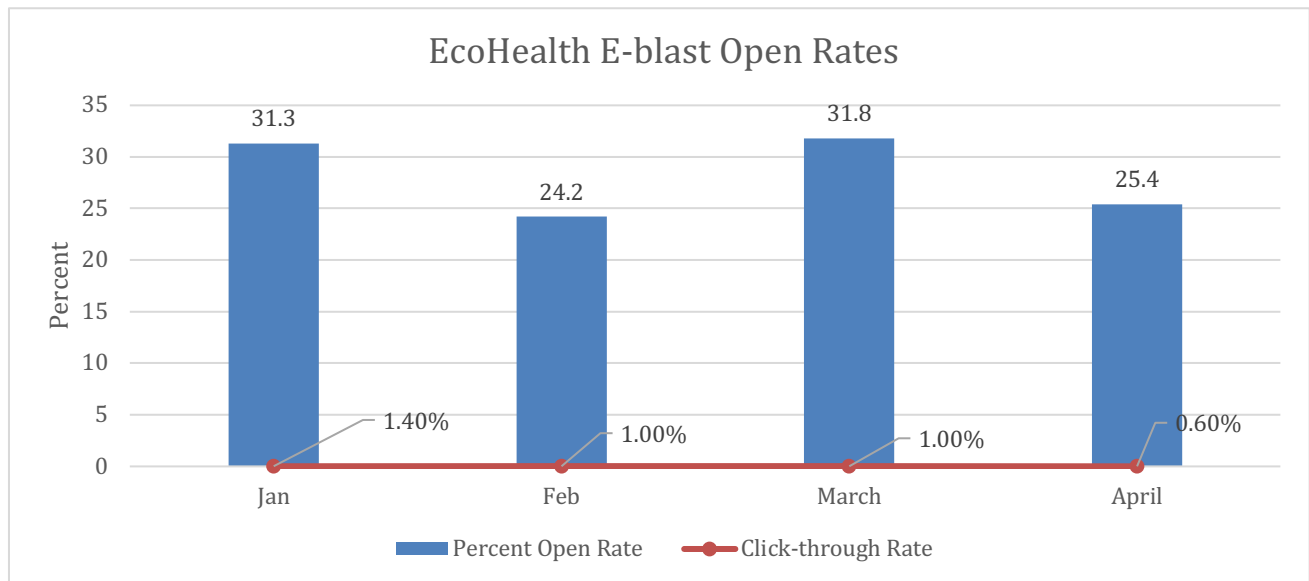
- Continued mosquito campaign after the rain.



EcoHealth Vector Education



1. Data in Education (Fiscal YTD)



Operation Mosquito G.R.I.D.

- Editing Mailchimp enrollment emails for teacher signup

EcoHealth Assessments

- Ekstrand (Kindergarten)*
 - Pre-assessment and post-assessment results:
 - What are the needs of mosquitoes? (Water, hiding places, blood to make eggs)
 - Percent change (post - pre / pre) = **433%**
- Students with Disabilities Resource Fair – April 15, 2023
 - 150 visitors resulted in 2 inquiries and 1 booking of a classroom program.

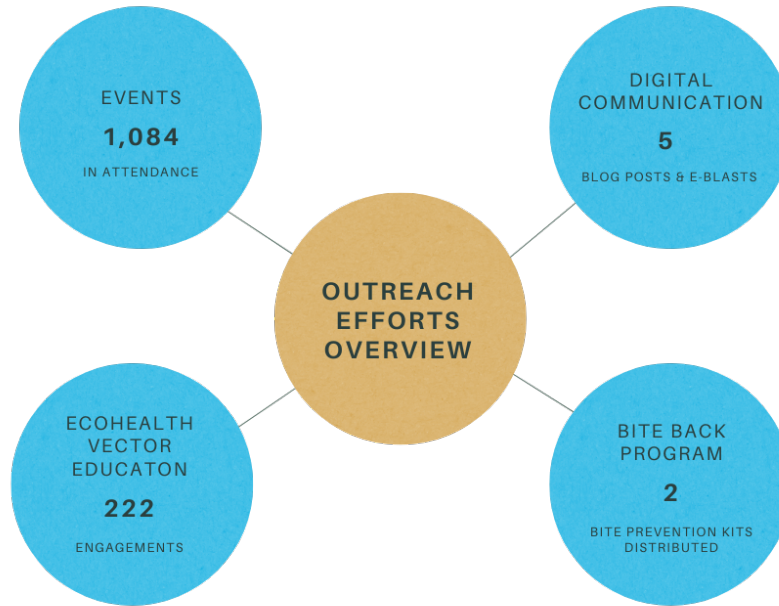
Automation

- Created cohort e-blasts for 2023 G.R.I.D program participants.



San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 13 – 17 | March 26 – April 29

General Outreach

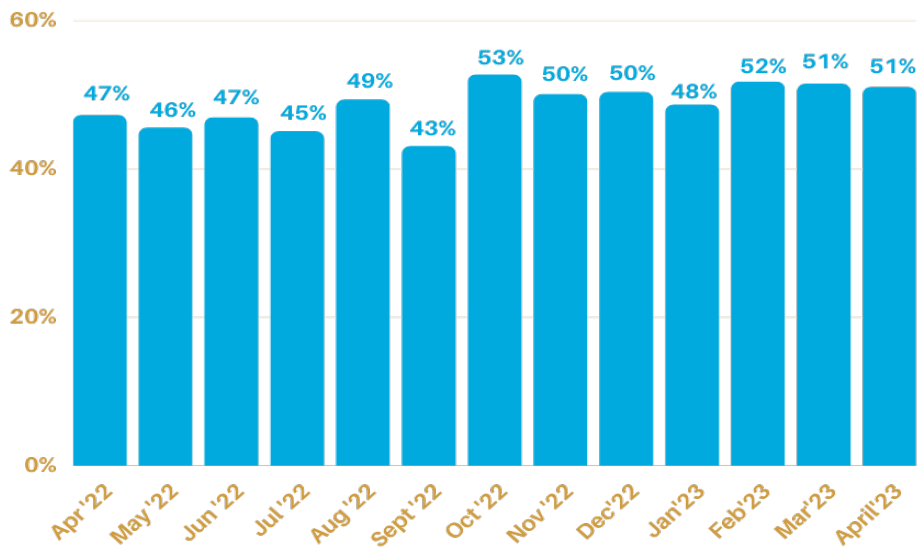


Digital Marketing

Blog posts and e-blasts:

- Created Short Bites Monthly blog post & e-blast for April
- Created General Notification Short Bites Monthly e-blast for April
- Edited draft & created April EcoHealth Newsletter on Mailchimp
- Created April Ecohealth Newsletter Resume Your Search e-blast

SHORT BITES MONTHLY: OPEN RATE %

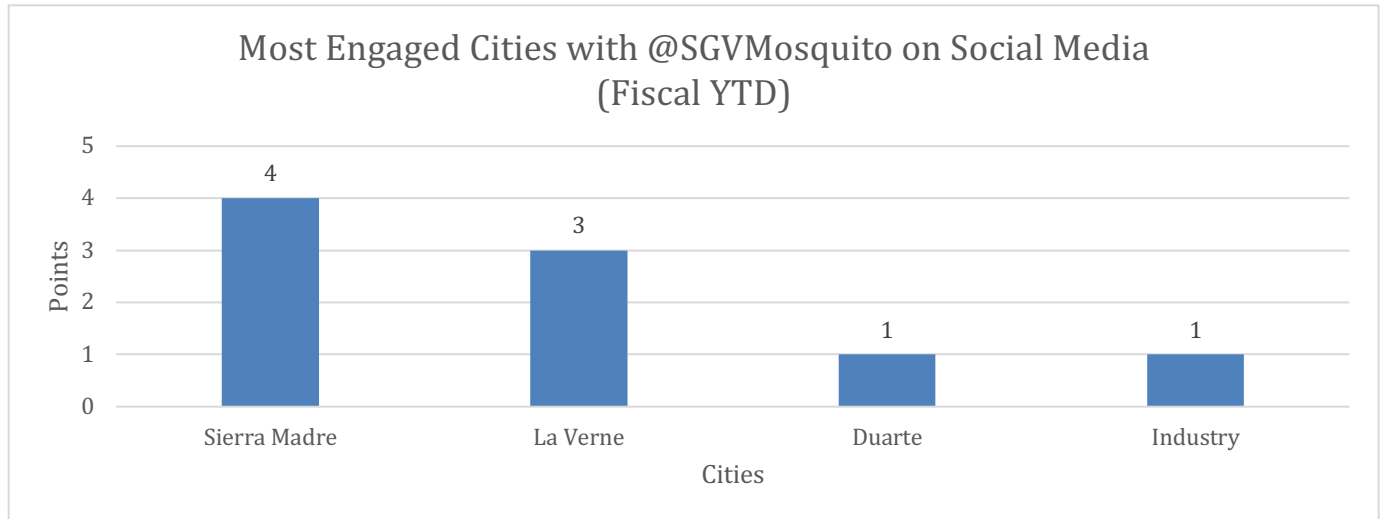


Short Bites Monthly data will be sent on the last Monday of each month.
This month's data will appear in the next board report.



San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 13 – 17 | March 26 – April 29

Social Media



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

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

- The District created promotional content for the annual California Mosquito Awareness Week
- The District continued a partnership with the Upper San Gabriel Valley Municipal Water District for their annual Conservapalooza. This resulted in 3 social media post, including a video.

News Outlets

- Pasadena Now - Recent Storms Created Ideal Conditions for Billions of Spring and Summer Mosquitoes, Experts Say
 - LINK <https://www.pasadenanow.com/main/recent-storms-created-local-breeding-ground-for-billions-of-spring-and-summer-mosquitoes-experts-say>



San Gabriel Valley Mosquito & Vector Control District Treasurer's Report | March 2023


Treasurer's Report – March 2023 San Gabriel Valley Mosquito and Vector Control District

The attached Treasurer's Report is for March 2023.

The Total of All Funds Balance is \$4,439,771.40

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

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


Lloyd A. Johnson (May 3, 2023 09:21 PDT)

Authorized Board of Trustee Member



San Gabriel Valley Mosquito & Vector Control District Treasurer's Report | March 2023

**San Gabriel Valley Mosquito and Vector Control District
Treasurer's Report (based on Balance Sheet Detail Activity Report,
Period 9, FY 2022-2023 received on April 1, 2023**

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	2.83%	\$181,956.52	Interest Withdrawal	\$0.00 \$0.00	LAIF Statement (March 2023)	\$181,956.52

Maturity Date: Perpetual

Interest rate as of February 2023

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	3.42%	\$3,837,252.62	Interest 21-22 AR Penalty	\$5,866.15 \$61.25	ND 24 Per 9 ND 24 Per 9	\$3,843,180.02

Maturity Date: Perpetual

Interest rate as of February 2023

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
VCJPA Contingency Fund	1.45%	\$123,877.00	Interest Admin Fees	\$1,579.00 -\$3.00	VCJPA Statement (Nov 2022)	\$125,453.00

Maturity Date: Perpetual

Interest rate as of January 2022

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$241,325.39	Debit Activity-Mar 2023 Sweep Deposit-various	(\$591,442.52) \$544,547.13 \$5,570.00	CB Statement March 2023	\$200,000.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account	\$608,727.64	Debit Activity-Mar 2023 Deposit	(\$544,547.13) \$25,001.35	CB Statement March 2023	\$89,181.86

Total Beginning Balance

\$4,993,139.17

**Total End
Balance**

\$4,439,771.40

5/3/2023



San Gabriel Valley Mosquito & Vector Control District District Working Balance | May 2023

May 12, 2023

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

SUBJECT: May 1, 2023 District Working Fund Balance

May 1, 2023 balance:	\$3,039,571.40
April 1 – March 31, 2023 expenditures:	\$289,117.11
May 1, 2023 Working Fund Balance:	\$2,750,454.29

Respectfully Submitted:

A handwritten signature in black ink that reads "Jason Farned".

**Jason Farned
District Manager**

San Gabriel Valley Mosquito and Vector Control District

Mosquito and Vector Control Assessment



Engineer's Report
Fiscal Year 2023-24

Pursuant to the Government Code, Health and Safety Code
and
Article XIIIID of the California Constitution

Engineer of Work:



4745 Mangels Boulevard
Fairfield, California 94534
707.430.4300
www.sci-cg.com

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SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees

Alhambra — Henry Aviles
Arcadia — Sho Tay
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West Covina — Lloyd Johnson

District Manager

Jason Farned

Engineer of Work

SCI Consulting Group

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Introduction

The San Gabriel Valley Mosquito and Vector Control District (the "District") is a public health agency dedicated to providing vector control, disease surveillance and disease prevention services (the "Services") in the northeastern area of Los Angeles County. The District is an independent special district formed in 1989 that currently serves whole or portions of the cities of Alhambra, Arcadia, Azusa, Baldwin Park, Bradbury, Claremont, Covina, Duarte, El Monte, Glendora, Industry, Irwindale, La Puente, La Verne, Monterey Park, Monrovia, Pasadena, Pomona, Rosemead, San Dimas, San Gabriel, Sierra Madre, South Pasadena, Temple City, Walnut, West Covina, and the County of Los Angeles.

In 1996 with resolution 96-03, the District adopted a mosquito and vector control assessment (the "Assessment") for fiscal year 1996-97 and every year thereafter for the purpose of funding vector surveillance and control activities and projects within the District (the "Assessment Area"). In 2017, the Cities of Baldwin Park, South Pasadena, and Pasadena were annexed into the District.

The Assessment is an annual assessment imposed for vector control services in effect prior to the effective date for Proposition 218 and, therefore, is not fully subject to the procedures and approval process established for new vector assessments by Proposition 218.

This Engineer's Report (the "Report") was prepared to:

- Describe the Services that will be funded by the assessments
- Establish a budget for the Services that will be funded by the assessments
- Reiterate the benefits received from the Services by property within the Mosquito and Vector Control District (the "Assessment District") and
- Reiterate the method of assessment apportionment to lots and parcels within the Assessment District.

As used within this Report, the following terms are defined:

"Vector" means any animal capable of transmitting the causative agent of human disease or capable of producing human discomfort or injury, including, but not limited to, mosquitoes, flies, mites, ticks, other arthropods, and small mammals and other vertebrates (Health and Safety Code Section 2002(k)).

"Vector Control" shall mean any system of public improvements or services that is intended to provide for the surveillance, prevention, abatement, and control of vectors as defined in subdivision (k) of Section 2002 of the Health and Safety Code and a pest as defined in Section 5006 of the Food and Agricultural Code (Government Code Section 53750(l)).

The District operates under the authority of the Mosquito Abatement and Vector Control District Law of the State of California. Following are excerpts from the Mosquito Abatement and Vector Control District Law of 2002, codified in the Health and Safety Code, Section 2000, et seq. which serve to summarize the State Legislature's findings and intent with regard to mosquito abatement and other vector control services:

2001. (a) The Legislature finds and declares all of the following:

(1) California's climate and topography support a wide diversity of biological organisms.

(2) Most of these organisms are beneficial, but some are vectors of human disease pathogens or directly cause other human diseases such as hypersensitivity, envenomization, and secondary infections.

(3) Some of these diseases, such as mosquito-borne viral encephalitis, can be fatal, especially in children and older individuals.

(4) California's connections to the wider national and international economies increase the transport of vectors and pathogens.

(5) Invasions of the United States by vectors such as the Asian tiger mosquito and by pathogens such as the West Nile virus underscore the vulnerability of humans to uncontrolled vectors and pathogens.

(b) The Legislature further finds and declares:

(1) Individual protection against the vectorborne diseases is only partially effective.

(2) Adequate protection of human health against vectorborne diseases is best achieved by organized public programs.

(3) The protection of Californians and their communities against the discomforts and economic effects of vectorborne diseases is an essential public service that is vital to public health, safety, and welfare.

(4) Since 1915, mosquito abatement and vector control districts have protected Californians and their communities against the threats of vectorborne diseases.

(c) In enacting this chapter, it is the intent of the Legislature to create and continue a broad statutory authority for a class of special districts with the power to conduct effective programs for the surveillance, prevention, abatement, and control of mosquitoes and other vectors.

(d) It is also the intent of the Legislature that mosquito abatement and vector control districts cooperate with other public agencies to protect the public health, safety, and welfare. Further, the Legislature encourages local communities and local officials to adapt the powers and procedures provided by this chapter to meet the diversity of their own local circumstances and responsibilities.

Further the Health and Safety Code, Section 2082 specifically authorizes the creation of benefit assessments for vector control, as follows:

(a) A district may levy special benefit assessments consistent with the requirements of Article XIII D of the California Constitution to finance vector control projects and programs.

This Engineer's Report ("Report") incorporates and is intended to be consistent with the benefit determinations, assessment apportionment methodology and other provisions established by Resolution 96-03 and the other documents and reports that established the Assessment. Reference is hereby made to Resolution 96-03 and other supporting reports and documents for further details.

Proposition 218

This Assessment was formed prior to the passage of Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now Article XIIC and XIID of the California Constitution; and therefore, this assessment is not fully subject to its requirements. Nevertheless, a brief discussion of Proposition 218 is provided to indicate that this proposition effectively strengthens the special benefit justification for this assessment.

Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property. When Proposition 218 was initially approved in 1996, it allowed for certain types of assessments to be "grandfathered" in, and these were exempted from the property-owner balloting requirement.

Beginning July 1, 1997, all existing, new, or increased assessments shall comply with this article. Notwithstanding the foregoing, the following assessments existing on the effective date of this article shall be exempt from the procedures and approval process set forth in Section 4:

(a) Any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.

Vector control was specifically "grandfathered in," underscoring the fact that the drafters of Proposition 218 and the voters who approved it were satisfied that funding for vector control is an appropriate use of benefit assessments, and therefore confers special benefit to property.

GENERAL DESCRIPTION OF SERVICES

The District's purpose and mission is to protect the public health, safety and welfare by providing vector education and control services to property and citizens of Los Angeles County. The services (the "Services") to be funded by the assessments are for the following purposes within the Assessment Area:

- to fund vector control operations;
- to protect the community from known vectors and vector-borne diseases;
- to fund vector surveillance and disease control programs;
- to fund related capital improvement and operational services; and
- to fund administrative costs related to the Services or the assessments.

Estimate of Costs and Budget

Figure 1 – Proposed District Budget for Fiscal Year 2023-24

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT		
Mosquito and Vector Control Assessment District		
Estimate of Cost		
		<i>Budget</i>
Vector Control Services and Related Expenditures		\$2,314,203
Salaries & Benefits		\$2,250,696
Maintenance and Operations		\$1,501,115
Capital Outlay		\$0
Funds from Reserve		\$0
Total Services and Operation		\$6,066,014
Net Amount To Be Assessed		\$6,066,014
	Parcels	Total Assessment
	383,263	\$6,066,014

Method of Assessment

The method used for apportioning the assessment is based upon the proportional special benefits to be derived by the properties over and above general benefits conferred on real property or to the public at large.

Benefit Factors

In order to allocate the proposed assessments, the Engineer of Work begins by identifying the types of special benefit arising from the aforementioned Services and that would be provided to property in the Assessment Area. These types of special benefit are as follows:

- Increased safety, welfare and protection of health on properties.
- Reduced mosquito and vector populations on property and as a result, enhanced desirability, utility, usability and functionality of property in the Assessment Area
- Reductions in the risk of new diseases and infections on property in the Assessment Area
- Increased public awareness and understanding of how to protect themselves, their property, and pets and livestock from diseases carried by insects and small mammals on properties.
- Protection of economic activity on property in the Assessment Area
- Protection of agriculture, tourism, and business industries
- Reduced risk of nuisance and liability on property in the Assessment Area

The above benefit factors, when applied to property within the areas of the San Gabriel Valley Mosquito and Vector Control District that receive Service funded by the Assessments, confer special benefits to property and create specific enhancement of property values because properties are more valuable in areas with improved public health, welfare, safety, and quality of life and environment.

Method of Assessment

The methodology for spreading the benefit assessment portion of the cost of providing vector surveillance and control services to each lot or parcel is based on the type of use of each property. To establish the special benefit to the individual parcels within the District a Benefit Unit (BU) system is utilized. Each parcel of land is assigned Benefit Units in proportion to the estimated benefit the parcel receives from vector control Services funded by the Assessments relative to the other types of parcels within the District and based on the parcel's land use. The Benefit Unit assignment is provided in the following table:

Figure 2 – Benefit Unit Assignment

<u>Land Use</u>	<u>Assessment Rate per Parcel*</u>
Residential/ No Use Codes	Base of \$10.71 per parcel + \$5.09 for each 1-acre size increment per parcel. (i.e. \$10.71 per parcel for parcels of 1 acre or less, plus \$5.09 per additional 1 acre.)
Commercial	Base of \$10.71 per parcel + \$5.09 for each 20-acre size increment per parcel. (i.e. \$10.71 per parcel for parcels of 20 acres or less, plus \$5.09 per additional 20 acres.)
Agricultural	Base of \$10.71 per parcel + \$5.09 for each 5-acre size increment per parcel. (i.e. \$10.71 per parcel for parcels of 5 acres or less, plus \$5.09 per additional 5 acres.)

* Maximum rate not to exceed \$20.00 per parcel

The Benefit Unit totals by property type are summarized in the following table:

Figure 3 – Benefit unit by Property Type

Land Use Category		Parcels	Acres	Units
Group 1				
Residential & No Use Code	< or = to 1 A	355,134	78,541	355,134
Agricultural	< or = to 5 Acres	408	320	408
Commercial	< or = 20 Acres	23,560	21,151	23,560
Group 2				
Residential & No Use Code	> 1 A but < 5 A	3,542	6,246	6,246
Agricultural	> 5 Acres but < 25 Acres	33	346	69
Commercial	> 20 Acres but < 100 Acres	117	4,008	200
Group 3				
Residential & No Use Code	> 5 A	451	8,116	2,255
Agricultural	> 25 Acres	9	685	45
Commercial	> 100 Acres	9	1,578	45
Total		383,263	120,992	387,963

Duration of Assessment

The duration of the Assessment, pursuant to Resolution 96-03, is for fiscal year 1996-97 and every fiscal thereafter, so long as mosquitoes and vectors remain in existence and the District requires funding for vector surveillance and control activities and projects within the District.

Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with District Manager of the San Gabriel Valley Mosquito and Vector Control District or his or her designee. Any such appeal is limited to correction of an assessment during the then current Fiscal Year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the District Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the District Manager or his or her designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County of Los Angeles for collection, the District Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the District Manager, or his or her designee, shall be referred to the Board of Trustees. The decision of the District Board of Trustees shall be final.

Assessment

Whereas, the San Gabriel Valley Mosquito and Vector Control District directed the undersigned Engineer of Work to prepare and file a report for the Assessments for fiscal year 2023-24;

Now, Therefore, the undersigned in accordance with the provisions of Article XIID of the California Constitution, the Government Code and the Health and Safety Code and the order of the Board of Trustees, hereby make the following determination of an assessment to cover the portion of the estimated cost of said Services, and the costs and expenses incidental thereto to be paid by the San Gabriel Valley Mosquito and Vector Control District.

The total estimated expenditures for vector surveillance and control services to be funded by revenue from the Assessment for FY 2023-24 are \$6,066,014.

The boundaries of the District are contiguous with the boundaries of the District, as defined by the State Board of Equalization. The lines and dimensions of each lot or parcel with the District are shown on the maps of the Assessor of the County of Los Angeles and are incorporated herein by reference.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the Assessment for the fiscal year 2023-24 for each parcel or lot of land within the said District in accordance to the method of assessment apportionment established in 1996 pursuant to Resolution 96-03.

The total Assessments and Assessment rates for fiscal year 2023-24 are as follows:

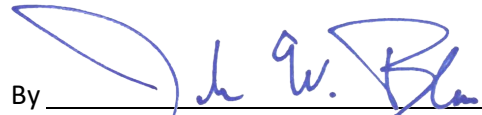
FIGURE 4 – Assigned Benefit Units

Land Use	Number of Parcels	Total Assessment	% of Total Assessment
Residential/No Use Code	359,127	\$5,684,239	94%
Commercial	450	\$374,535	6%
Agricultural	23,686	\$7,240	0%
Total	383,263	\$6,066,014	100%
Assessment Rate per Base Unit		\$10.71	
Assessment Rate per Acreage Unit		\$5.09	

Dated: May 09, 2023

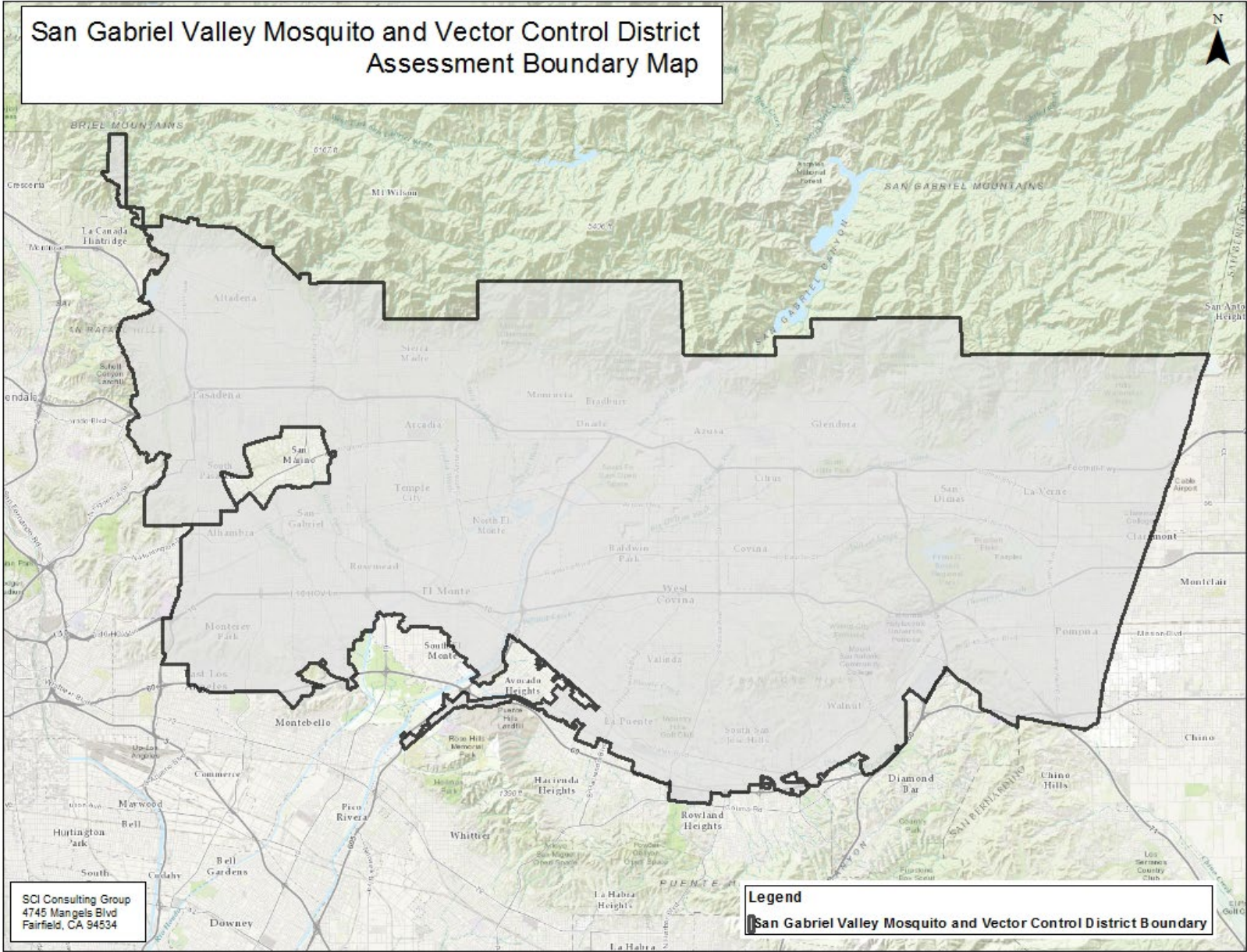


Engineer of Work

By  _____
John W. Bliss, License No. C052091

Assessment Diagram

The Assessment Area includes all properties within the boundaries of San Gabriel Valley Mosquito and Vector Control District and is displayed on the following Assessment Diagram.



San Gabriel Valley Mosquito and Vector Control District
 Mosquito and Vector Control Assessment
 Engineer's Report

Assessment Roll

Reference is hereby made to the Assessment Roll in and for the assessment proceedings on file in the office of the San Gabriel Valley Mosquito and Vector Control District, as the Assessment Roll is too voluminous to be bound with this Report.



Draft Annual Budget

2022 - 2024

(626) 814-9466 1145 N. Azusa Canyon Road, West Covina, CA 91790 SGVmosquito.org @SGVmosquito

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



SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

FISCAL YEAR 2023 – 2024
PROPOSED DRAFT BUDGET

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To: Becky Shevlin, President, Board of Trustees
Lloyd Johnson, Chair, Finance and Audit Committee
Members of the SGVMVCD Board of Trustees

Re: Fiscal Year 2023/24 Annual Budget Transmittal

It is my pleasure to present the Fiscal Year (FY) 2023/24 annual budget to the San Gabriel Valley Mosquito and Vector Control District Board of Trustees for consideration and adoption.

The FY 2023/24 annual budget includes projected total revenue and total expenditures in the amount of \$6,411,673. Total revenue includes a prior year surplus in the amount of \$332,913 and an increase to our annual special benefit assessment of \$1.04 (7%) per single family equivalent.

In FY 2021/22 the District adopted a comprehensive compensation reform plan that addressed differences in salaries and benefits and brought all full-time staff members to the median compensation range. In addition to the one-year median salary adjustment, a five-year incremental cafeteria plan adjustment (approx. \$66,000/yr.) was also approved. In previous years, these additional costs were supported, in part by revenue surplus. Incorporating these costs into the FY 2023/24 budget, with less need for surplus revenue, was a primary consideration. Of the \$332,913 surplus, \$25,000 was added to reserve accounts and \$307,913 was allocated to budgeted spending, a 27.5% reduction over the prior year.

The rising costs of goods and services were also taken into consideration. The Consumer Price Index for the Los Angeles area reports a 5.8% increase in consumer goods year over year for January 2023. Significant increases in gasoline, supplies, and contract services are expected. The significant increase in CPI also motivated a 4% cost of living adjustment for all staff members.

The Board of Trustees has also expressed the need to better address unfunded accrued pension liability and associated interest. The FY 2023/24 budget includes the minimum annual payment for CalPERS UAL in the amount of \$119,589, an additional discretionary payment of \$97,411, and \$50,000 for Post-Retirement Benefits.

To support additional costs, reductions in staffing and operational expenditure were necessary. The following describes areas with significant cost savings in the budget as compared to FY 22/23:

- The operations and surveillance departments combined reduced net salaries and benefits \$207,119.
- The surveillance and communications departments combined reduced organizational expenditures by \$16,200.

Cost savings were achieved by addressing program efficiencies and assessing current needs. There is no planned reduction in programs or services. The District is committed to our ongoing efforts to suppress West Nile virus, respond to the threat 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 FY2023/24 Annual Budget for your review and consideration.

Respectfully,



Jason Farned
District Manager

DRAFT

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23/24 BUDGET

REVENUE & EXPENDITURE SUMMARY					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
Revenue					
4000 · Service Revenue	0.00	0.00	0.00	0.00	0.00
4010 · Assessments	5,296,068.00	5,484,876.00	5,653,503.00	5,672,881.00	6,066,014.00
4015 · Delinquent Assessments	48,305.00	18,901.00	12,000.00	8,200.00	8,000.00
4050 · Interest, LA County	16,112.00	18,830.00	22,000.00	18,250.00	22,000.00
4060 · Interest Income, LAIF	6,995.00	2,913.00	10,000.00	4,200.00	5,046.00
4070 · Interest Income, Citizens Sweep	663.00	619.00	700.00	500.00	500.00
4075 · Interest Income, VCJPA	-527.00	-7,136.00	2,500.00	1,500.00	2,200.00
4030 · Grants	0.00	0.00	0.00	0.00	0.00
Subtotal Revenue	5,367,616.00	5,519,003.00	5,700,703.00	5,705,531.00	6,103,760.00
· LAIF	0.00	400,000.00	0.00	0.00	0.00
· P/Y Surplus	0.00	0.00	425,000.00	0.00	332,913.00
· Capital Outlay	0.00	0.00	0.00	0.00	0.00
· Reserves	0.00	0.00	287,500.00	144,500.00	(25,000.00)
Total Revenue	5,367,616.00	5,919,003.00	6,413,203.00	5,850,031.00	6,411,673.00

Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
Expenditures					
Salaries & Benefits	3,714,802.00	5,308,219.00	4,960,741.00	4,155,687.00	4,885,558.00
Maintenance & Operations	1,171,639.00	1,334,337.00	1,394,962.00	1,313,445.00	1,501,115.00
Restricted and Designated Reserves	0.00	0.00	0.00	0.00	0.00
Capital Outlay	136,628.00	203,583.00	57,500.00	47,986.00	25,000.00
Funds from Reserves	(435,761.00)	(1,211,273.00)	0.00	0.00	0.00
Total Expenditures	4,587,308.00	5,634,866.00	6,413,203.00	5,517,118.00	6,411,673.00

NET REVENUE & EXPENDITURES	780,308.00	284,137.00	0.00	332,913.00	0.00
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Net Impact to Reserves for FY 2023-24	25,000.00
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Department: Executive

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 the Clerk of the Board/Administrative Assistant. The Clerk of the Board/Administrative Assistant 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.

Budget Highlights

Personnel – The Executive Department is comprised of the District Manager and Clerk of the Board/Administrative Assistant. The Board of Trustees and all associated expenses are also funded by the Executive Department budget.

Salaries and Benefits:

- Salaries include a 4% cost of living increase and potential merit increases over last year.
- The Clerk of the Board/Admin Assistant position has been converted from non-exempt to exempt, which is why the Salaries-Non-Exempt line item is \$0.00. Salaries for this position are now included in the Salaries-Exempt line item.

Organizational Expenditures:

Notable increases here include

- **Board Expenses:** Due to additional costs associated with in-person meetings.
- **Trustee Travel and Seminars and Meetings:** Due to additional costs associated with travel. There is less opportunity for remote attendance at training seminars and regional meetings.

Capital Outlay/Reserves:

- \$25,000 will be used to upgrade boardroom A/V and configuration to better facilitate different sized groups and accommodate remote access.
- \$25,000 will be moved into dedicated Reserve account 3165 – Building/Facilities as part of a three-year savings plan to fund roof repair

Net Expenditures increased \$23,557 (6.1%) as compared to last year's proposed budget

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23-24 BUDGET

EXECUTIVE DEPARTMENT					
Account Classification	2020-2021 Actual	2021-2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actuals	2023 - 2024 Proposed Budget
SALARIES & BENEFITS					
Salaries					
6210 · Salaries - Exempt	165,447.00	111,780.00	175,305.00	161,300.00	271,170.00
6212 · Salaries - Non Exempt	53,853.00	43,656.00	63,862.00	24,825.00	0.00
6218 · Salaries - Vacation	11,775.00	26,221.00	12,925.00	10,950.00	11,350.00
6219 · Salaries - Holiday	3,630.00	4,023.00	4,152.00	1,210.00	0.00
6220 · Salaries - Sick Pay	7,324.00	264.00	4,505.00	3,135.00	1,900.00
6140 · Medicare	3,575.00	2,982.00	3,775.00	2,800.00	4,125.00
6070 · Cafeteria Benefit	12,524.00	12,584.00	26,400.00	15,350.00	27,600.00
6066 · District 457 Contribtuion	3,582.00	836.00	3,541.00	2,350.00	7,862.00
6200 · Retirement - Classic	23,973.00	15,974.00	7,945.00	6,105.00	0.00
6201 · Retirement - Pepra	0.00	0.00	13,095.00	11,210.00	20,261.00
6051 · Management Car Allowance	5,650.00	6,000.00	6,000.00	6,000.00	6,000.00
Total SALARIES & BENEFITS	291,333.00	224,320.00	321,505.00	245,235.00	350,268.00
ORGANIZATIONAL EXPENDITURES					
6030 · Board Expenses	27,064.00	28,494.00	32,000.00	28,550.00	35,000.00
6030 · Trustee Travel	0.00	0.00	3,000.00	3,000.00	6,000.00
6033 · Branded Clothing	228.00	0.00	500.00	65.00	500.00
6035 · Computer Hardware	0.00	0.00	0.00	0.00	2,000.00
6232 · Seminars and Meetings	11,092.00	2,772.00	10,206.00	8,670.00	12,000.00
Total ORGANIZATIONAL EXPENDITURES	38,384.00	31,266.00	45,706.00	40,285.00	55,500.00
CAPITAL OUTLAY AND RESTRICTED					
8000 · Capital Outlay - General	17,932.00	111,781.00	15,000.00	5,000.00	0.00
Total CAPITAL OUTLAY AND RESTRICTED	17,932.00	111,781.00	15,000.00	5,000.00	0.00
NET EXPENDITURES	347,649.00	367,367.00	382,211.00	290,520.00	405,768.00

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

The Administration department, which includes Human Resources, supports staff with the day-to-day administrative process for the District. Our customer service representatives also provide assistance and guidance to the residents of the San Gabriel Valley. The department will also post and recruit to fill the Administrative Assistant position that is currently vacant.

Salaries and Benefits:

- Salaries include a 4% cost of living increase and potential merit increases over last year.
- One Customer Service Rep I was promoted to a Customer Service Rep II

Organizational Expenditures:

- The District continues to expand its use of new software resources to increase efficiency. The cost of existing software has also increased.

Net Expenditures increased \$49,215 (8.4%) as compared to last year's proposed budget

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23-24 Budget

ADMINISTRATION DEPARTMENT					
Account Classification	2020-2021 Actual	2021-2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
SALARIES & BENEFITS					
Salaries					
6210 · Salaries - Exempt	105,722.00	164,095.00	228,071.00	195,100.00	236,950.00
6212 · Salaries - Non Exempt	174,524.00	137,308.00	172,569.00	99,500.00	187,573.00
6216 · Salaries - Overtime	1,218.00	389.00	1,500.00	1,200.00	1,500.00
6218 · Salaries - Vacation	8,496.00	19,425.00	11,415.00	22,300.00	12,235.00
6219 · Salaries - Holiday	10,307.00	3,952.00	11,082.00	7,552.00	12,055.00
6220 · Salaries - Sick Pay	6,841.00	5,028.00	9,492.00	8,970.00	9,575.00
6140 · Medicare	4,679.00	4,928.00	6,247.00	4,425.00	6,621.00
6070 · Cafeteria Benefit	40,097.00	36,840.00	66,000.00	38,350.00	69,000.00
6200 · Retirement - Classic	28,435.00	26,136.00	34,190.00	17,500.00	40,360.00
6201 · Retirement - PEPR	3,646.00	4,562.00	8,489.00	5,814.00	9,801.00
Total SALARIES & BENEFITS	383,965.00	402,663.00	549,055.00	400,711.00	585,670.00
ORGANIZATIONAL EXPENDITURES					
6035 · Computer Hardware	3,119.00	2,540.00	4,000.00	2,849.00	4,000.00
6036 · Computer Software	9,530.00	18,353.00	12,000.00	11,658.00	22,500.00
6150 · Memberships	2,983.00	2,061.00	5,500.00	5,432.00	6,000.00
6185 · Postage	1,426.00	555.00	1,700.00	500.00	1,300.00
6186 · Printing & Reproduction	0.00	0.00	500.00	200.00	500.00
6232 · Seminars and Meetings	906.00	2,339.00	5,000.00	3,000.00	6,000.00
6270 · Office Supplies	11,172.00	8,939.00	7,000.00	9,000.00	8,000.00
6333 · Branded Clothing	0.00	0.00	500.00	200.00	500.00
Total ORGANIZATIONAL EXPENDITURES	29,136.00	34,787.00	36,200.00	32,839.00	48,800.00
CAPITAL OUTLAY AND RESTRICTED					
8000 · Capital Outlay - General	0.00	0.00	0.00	0.00	0.00
Total CAPITAL OUTLAY AND RESTRICTED	0.00	0.00	0.00	0.00	0.00
NET EXPENDITURES	413,101.00	437,450.00	585,255.00	433,550.00	634,470.00

Department: Operations

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 management, repair, and maintenance of the District's facility and fleet.

(14) Vector Control Specialists, (1) Maintenance Coordinator, and (8) seasonal employees perform mosquito prevention and management. (1) Data Analyst supports all aspects of the operation through the extraction and analysis of information. All working under the Director of Operations.

Responsibilities of operational field staff include the inspection and treatment of neglected pools and ponds, channels, underground storm drains, spreading basins, rivers, flood channels, street gutters, and other 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 Operations Department is not planning on creating any new positions this year. One position, Facility Maintenance will be eliminated. One position, Operations Coordinator will merge duties with maintenance, fleet, and facility oversight with new title of Maintenance Coordinator.

Salaries and Benefits:

- Salaries include a 4% cost of living increase and potential merit increases over last year.
- Reduction in total costs by \$188,307 (-8%) as compared to last year's proposed budget due to:
 - a. The elimination of one-full time position (Facility Maintenance). Some of those job duties will be contracted out at significant savings.
 - b. The reduction in seasonal employees from ten to eight.
 - c. Combined savings from these three positions total approximately \$160,000.

Organizational Expenditures:

- The Facility Maintenance line item increased due to the increased cost of contract services as well as costs incurred by the elimination of the Facility Maintenance position.
- The Pesticide line item increased proportionately with the cost of goods.
- The cost of existing Computer Software has increased.

Net Expenditures increased \$161,284 (5.8%) as compared to last year's proposed budget

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23-24 Budget

OPERATIONS DEPARTMENT					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
SALARIES & BENEFITS					
Salaries					
6210 · Salaries - Exempt	117,644.00	136,645.00	127,950.00	98,100.00	131,435.00
6212 · Salaries - Non Exempt	1,016,973.00	1,192,779.00	1,336,649.00	1,052,000.00	1,181,165.00
6216 · Salaries - Overtime	15,321.00	11,791.00	16,000.00	37,000.00	20,000.00
6218 · Salaries - Vacation	53,566.00	84,175.00	65,590.00	78,500.00	59,195.00
6219 · Salaries - Holiday	56,230.00	76,692.00	79,764.00	79,700.00	73,605.00
6220 · Salaries - Sick Pay	47,554.00	84,431.00	61,465.00	65,000.00	58,643.00
6230 · Salaries - Extra Help	144,868.00	188,377.00	221,803.00	221,650.00	209,183.00
6240 · Social Security	4,945.00	7,885.00	7,640.00	7,640.00	8,175.00
6140 · Medicare	22,493.00	27,405.00	27,421.00	27,400.00	26,290.00
6070 · Cafeteria Benefit	181,030.00	195,132.00	250,800.00	185,350.00	234,600.00
6200 · Retirement - Classic	41,656.00	44,930.00	47,067.00	47,145.00	56,690.00
6201 · Retirement - PEPRA	75,531.00	86,790.00	96,854.00	85,680.00	91,715.00
Total SALARIES & BENEFITS	1,777,811.00	2,137,032.00	2,339,003.00	1,985,165.00	2,150,696.00
ORGANIZATIONAL EXPENDITURES					
6007 · Automobile Lease	37,523.00	0.00	0.00	0.00	0.00
6035 · Computer Hardware	3,448.00	1,012.00	5,000.00	5,000.00	5,000.00
6036 · Computer Software	10,478.00	26,463.00	5,000.00	23,382.00	25,000.00
6040 · Facility Maint.	77,631.00	64,159.00	45,000.00	65,000.00	90,000.00
6042 · Equipment Maint.	3,128.00	2,589.00	3,000.00	3,300.00	3,000.00
6044 · Grounds	8,853.00	525.00	2,000.00	2,000.00	2,000.00
6185 · Postage	4,374.00	7,843.00	5,000.00	4,000.00	8,000.00
6186 · Printing & Reproduction	0.00	0.00	1,500.00	0.00	500.00
6331 · Professional Development	1,578.00	443.00	2,000.00	800.00	2,000.00
6232 · Seminars and Meetings	1,511.00	7,656.00	10,000.00	5,000.00	10,000.00
6283 · Pesticides	44,996.00	101,322.00	93,627.00	100,318.00	100,000.00
6260 · Vehicle Maintenance	37,419.00	27,083.00	50,000.00	52,100.00	50,000.00
6262 · Gasoline	59,292.00	56,986.00	70,000.00	63,000.00	70,000.00
6270 · Office Supplies	2,868.00	1,805.00	3,500.00	3,500.00	1,000.00
6280 · Operations Supplies	11,685.00	9,541.00	10,000.00	3,700.00	9,000.00
6281 · Mosquito Fish Supplies	3,147.00	0.00	0.00	0.00	0.00
6302 · Safety	21,892.00	4,360.00	10,000.00	5,500.00	8,000.00
6304 · Surveillance, Aerial	25,136.00	25,136.00	25,500.00	25,500.00	27,150.00
6330 · Training, CEU's	5,175.00	5,934.00	4,400.00	2,800.00	4,400.00
6171 · Misc Rentals	0.00	0.00	2,000.00	0.00	2,000.00
6334 · Boots	4,124.00	5,085.00	5,500.00	4,500.00	5,500.00
6333 · Branded Clothing	2,027.00	1,691.00	2,000.00	1,500.00	2,000.00
6332 · Uniforms	11,296.00	12,422.00	12,000.00	11,000.00	12,000.00
Total ORGANIZATIONAL EXPENDITURES	377,581.00	362,055.00	367,027.00	381,900.00	436,550.00

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23-24 Budget

OPERATIONS DEPARTMENT					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
CAPITAL OUTLAY AND RESTRICTED					
8000 - Capital Outlay - General	10,394.00	91,802.00	42,500.00	42,986.00	0.00
Total CAPITAL OUTLAY AND RESTRICTED	10,394.00	91,802.00	42,500.00	42,986.00	0.00

NET EXPENDITURES	2,165,786.00	2,590,889.00	2,748,530.00	2,410,051.00	2,587,246.00
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Department: Surveillance

Department Overview

The Scientific Program is responsible for the surveillance of disease-carrying insects and occurrences of vector-borne diseases, data management and analysis, as well as technical and data advisory support to develop programs and direct District resources.

The department is comprised of a Director of Scientific Programs, one Vector Ecologist, one Assistant Vector Ecologist, and two Vector Control Specialist 1. 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 team set traps weekly for arbovirus surveillance.

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

Budget Highlights

Personnel – Five Surveillance Department staff members monitor mosquito populations and environmental evidence of arbovirus to aid in efficiently targeting operational and communications work in the district. The surveillance department has established a proactive surveillance system to serve the communities of the districts.

New Technologies Program – The Surveillance Department identifies and tests new technology for use in the district. As new formulations of pesticides become available, it is important to evaluate their efficacy against mosquitoes in the San Gabriel Valley and the Surveillance Department tests promising new products to determine their suitability for use in the District. These evaluations increase efficiency across departments in achieving the District's mission.

Mosquito Ecology Program – The unique ecology of the San Gabriel Valley provides an opportunity to perform ecological research as it relates to the biology of mosquitoes. The Surveillance department collaborates with the other departments, other mosquito control agencies and universities to use mosquito ecology in increasing programmatic efficiencies.

Salaries and Benefits:

- Salaries include a 4% cost of living increase and potential merit increases over last year.
- Reduction in total costs by \$18,812 (-3.1%) as compared to last year's proposed budget due to:
 - a. Turnover in higher paid positions

Organizational Expenditures:

- Reduction in total costs (-10.7%) as compared to last year's proposed budget due to:
 - a. Branded clothing has decreased because the cost of Surveillance field uniforms has been incorporated into Uniforms under Operations Department

Net Expenditures decreased \$24,712 (-3.8%) as compared to last year's proposed budget

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23/24 BUDGET

SURVEILLANCE DEPARTMENT					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
SALARIES & BENEFITS					
Salaries					
6210 · Salaries - Exempt	119,246.00	58,407.00	126,696.00	67,500.00	117,600.00
6212 · Salaries - Non Exempt	288,642.00	309,321.00	299,074.00	203,870.00	300,773.00
6216 · Salaries - Overtime	345.00	1,524.00	1,500.00	600.00	1,500.00
6218 · Salaries - Vacation	11,438.00	34,765.00	17,221.00	15,200.00	15,566.00
6219 · Salaries - Holiday	16,032.00	20,708.00	22,530.00	17,530.00	19,440.00
6220 · Salaries - Sick Pay	9,707.00	19,896.00	15,405.00	11,585.00	13,300.00
6230 · Salaries - Part-time - XH	0.00	0.00	0.00	0.00	0.00
6240 · Social Security	0.00	0.00	0.00	0.00	0.00
6140 · Medicare	6,539.00	6,489.00	7,671.00	5,200.00	6,750.00
6070 · Cafeteria Benefit	69,226.00	52,124.00	72,600.00	47,975.00	69,000.00
6200 · Retirement - Classic	0.00	0.00	0.00	0.00	0.00
6201 · Retirement - PEPR	29,670.00	31,967.00	35,619.00	13,965.00	35,575.00
Total SALARIES & BENEFITS	550,845.00	535,201.00	598,316.00	383,425.00	579,504.00
ORGANIZATIONAL EXPENDITURES					
6035 · Computer Hardware	4,889.00	2,020.00	2,000.00	1,200.00	2,000.00
6036 · Computer Software	65.00	160.00	500.00	0.00	500.00
6185 · Postage	163.00	327.00	1,500.00	200.00	1,000.00
6232 · Seminars and Meetings	1,164.00	5,015.00	8,900.00	5,100.00	8,000.00
6250 · Surveillance Supplies	17,005.00	16,644.00	15,000.00	10,000.00	16,000.00
6251 · Arbovirus Testing Supplies	18,123.00	15,931.00	20,000.00	10,000.00	20,000.00
6281 · Fish Supplies	0.00	1,376.00	2,500.00	845.00	2,500.00
6333 · Branded Clothing	5,027.00	2,237.00	6,000.00	3,250.00	500.00
6270 · Office Supplies	237.00	99.00	600.00	500.00	600.00
Total ORGANIZATIONAL EXPENDITURES	46,673.00	43,809.00	57,000.00	31,095.00	51,100.00
CAPITAL OUTLAY AND RESTRICTED					
8000 · Capital Outlay - General	35,458.00	0.00	0.00	0.00	0.00
Total CAPITAL OUTLAY AND RESTRICTED	35,458.00	0.00	0.00	0.00	0.00
NET EXPENDITURES	632,976.00	579,010.00	655,316.00	414,520.00	630,604.00

Department: Communications

Department Overview

The Communications Department mission is to increase transparency and credibility through multi-media dialogue in order to engage and motivate internal, local, regional, statewide, and nationwide stakeholders to take action and become public health agents of change in their communities and in San Gabriel Valley.

Education activities and 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 - Five Communications Department staff members provide outreach to nearly 2 million residents within the District. 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. The demand for our services continues to grow as more stakeholders request in-person participation, virtual presentations, and online content that the staff produces in-house. The Department is not planning to create or eliminate any positions this fiscal year.

Education Program – The District’s EcoHealth Vector Education Program serves at least 550 private and public schools. Two teacher-credentialed Education Specialists provide key public health education about mosquito-borne disease prevention. From in-classroom programs to citizen science projects, the Education Specialists require materials and support to reach the thousands of families in San Gabriel Valley. The Education Specialists will continue to meet the increased demand for remote and in-person learning content due to shifts in the public and private education fields.

Computer Software and Website Service – To maximize reach to nearly two million residents, the District must acknowledge the growing need of the public to learn remotely and in-person. The demand for hybrid remote and in-person learning content from our EcoHealth and general outreach programs means staff must be ready to deliver education swiftly and in a relevant format that is accepted by residents, families and other District stakeholders.

Salaries and Benefits:

- Salaries include a 4% cost of living increase and potential merit increases over last year.

Organizational Expenditures:

- Reduction in total costs by \$10,300 (-11.3%) as compared to last year’s proposed budget due to:
 - a. A decrease in planned Advertising spending
 - b. A decrease in Printing and Reproduction

Net Expenditures decreased \$3,593 (-0.5%) as compared to last year’s proposed budget

COMMUNICATIONS DEPARTMENT					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
SALARIES & BENEFITS					
Salaries					
6210 · Salaries - Exempt	100,380.00	130,165.00	126,696.00	96,400.00	124,516.00
6212 · Salaries - Non Exempt	243,822.00	266,826.00	265,317.00	268,641.00	290,195.00
6216 · Salaries - Overtime	731.00	1,628.00	1,500.00	850.00	1,500.00
6218 · Salaries - Vacation	7,946.00	21,383.00	12,246.00	37,725.00	15,593.00
6219 · Salaries - Holiday	12,619.00	16,025.00	17,910.00	17,910.00	18,715.00
6220 · Salaries - Sick Pay	6,017.00	16,776.00	12,714.00	11,750.00	12,797.00
6230 · Salaries - Extra Help	16,915.00	7,323.00	24,025.00	11,666.00	0.00
6240 · Social Security	752.00	488.00	2,235.00	665.00	0.00
6140 · Medicare	5,345.00	6,473.00	6,977.00	5,810.00	6,671.00
6070 · Cafeteria Benefit	45,912.00	50,526.00	66,000.00	55,380.00	69,000.00
6200 · Retirement - Classic	9,428.00	10,030.00	10,131.00	10,517.00	12,087.00
6201 · Retirement - PEPR	27,027.00	25,409.00	26,287.00	22,820.00	27,671.00
Total SALARIES & BENEFITS	476,894.00	553,052.00	572,038.00	540,134.00	578,745.00
ORGANIZATIONAL EXPENDITURES					
6003 · Advertising	21,025.00	25,726.00	25,000.00	25,000.00	20,000.00
6035 · Computer Hardware	6,762.00	1,844.00	3,000.00	3,000.00	3,000.00
6036 · Computer Software	2,632.00	6,382.00	6,500.00	6,000.00	6,000.00
6037 · Website and Email Service	5,741.00	4,215.00	7,000.00	7,500.00	7,500.00
6185 · Postage	2,142.00	0.00	100.00	50.00	100.00
6186 · Printing & Reproduction	6,398.00	14,800.00	12,000.00	8,700.00	10,000.00
6188 · Media Production	2,030.00	6,535.00	800.00	800.00	800.00
6076 · Event Participation Fees	99.00	131.00	3,000.00	1,500.00	2,000.00
6333 · Branded Clothing	156.00	604.00	800.00	800.00	500.00
6232 · Seminars and Meetings	2,162.00	7,887.00	12,000.00	8,000.00	10,000.00
6270 · Office Supplies	928.00	71.00	600.00	2,100.00	600.00
6290 · Communications Supplies	2,603.00	12,993.00	8,000.00	8,000.00	8,000.00
6305 · Education Program Supplies	13,351.00	20,190.00	12,000.00	7,600.00	12,000.00
Total ORGANIZATIONAL EXPENDITURES	66,029.00	101,378.00	90,800.00	79,050.00	80,500.00
CAPITAL OUTLAY AND RESTRICTED					
8000 · Capital Outlay - General	0.00	0.00	0.00	0.00	0.00
Total CAPITAL OUTLAY AND RESTRICTED	0.00	0.00	0.00	0.00	0.00
NET EXPENDITURES	542,923.00	654,430.00	662,838.00	619,184.00	659,245.00

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23-24 BUDGET

NON-DEPARTMENTAL					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Actual Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
Revenue					
4010 - Assessments	5,296,068.00	5,449,789.00	5,553,503.00	5,672,881.00	6,066,014.00
4015 - Delinquent Assessments	48,305.00	0.00	12,000.00	8,200.00	8,000.00
4050 - Interest, LA County	16,112.00	10,595.00	22,000.00	18,250.00	22,000.00
4060 - Interest Income, LAIF	6,995.00	2,474.00	10,000.00	4,200.00	5,046.00
4070 - Interest Income, Citizens Sweep	663.00	506.00	700.00	500.00	500.00
4075 - Interest Income, VCJPA	-527.00	-7,136.00	2,500.00	1,500.00	2,200.00
4030 - Grants	0.00	0.00	0.00	0.00	0.00
- LAIF	0.00	0.00	0.00	0.00	0.00
- From Reserves		0.00	287,500.00	144,500.00	0.00
- P/Y Surplus		0.00	425,000.00	0.00	332,913.00
Total Revenue	5,367,616.00	5,456,228.00	6,313,203.00	5,850,031.00	6,436,673.00

Account Classification	2020- 2021 Actual	2021- 2022 Actual	2022 - 2023 Proposed Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
SALARIES & BENEFITS					
Salaries					
6122 - Unemployment	24,927.00	19,796.00	26,000.00	20,685.00	24,000.00
6234 - Tuition Reimbursement	250.00	1,649.00	4,000.00	3,611.00	4,000.00
6200 - PERS Classic - Normal Cost	104,193.00	97,770.00	213,723.00	85,000.00	109,150.00
6201 - PERS PEPR A - Normal Cost	111,055.00	122,607.00	30,000.00	138,941.00	185,025.00
6202 - Classic UAL	146,402.00	172,234.00	205,175.00	161,193.00	119,589.00
6203 - PEPR A UAL	8,065.00	8,714.00	10,325.00	0.00	0.00
6074 - Post Retirement OPEB	0.00	0.00	42,901.00	42,901.00	50,000.00
6065 - Group Term Life	4,474.00	4,489.00	5,200.00	5,200.00	5,500.00
6072 - Health Benefits - Retired EE	22,209.00	39,803.00	43,500.00	42,200.00	46,000.00
6077 - PERS Retire Classic - ADP	0.00	578,469.00	0.00	101,286.00	97,411.00
6071 - PERS Retire PEPR A - ADP	0.00	109,555.00	0.00	0.00	0.00
Total SALARIES & BENEFITS	421,575.00	1,155,086.00	580,824.00	601,017.00	640,675.00

ORGANIZATIONAL EXPENDITURES					
6007 - Automobile Lease	-37,523.00	0.00	0.00	0.00	0.00
6010 - Awards	2,074.00	3,097.00	1,800.00	1,900.00	4,200.00
6020 - Bank Charges	17,033.00	17,026.00	19,000.00	17,200.00	21,000.00
6035 - Computer Hardware	4,906.00	3,029.00	10,000.00	2,800.00	10,000.00
6036 - Computer Software-Licenses	7,755.00	23,743.00	22,000.00	25,000.00	30,000.00
6312 - Communications, Field	34,683.00	54,108.00	50,000.00	38,000.00	50,000.00
6315 - Telephone, Internet	12,246.00	12,916.00	14,000.00	14,500.00	20,000.00

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23-24 BUDGET

NON-DEPARTMENTAL					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Actual Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
6320 · Telephone, Office	10,256.00	10,555.00	15,000.00	18,000.00	25,000.00
6090 · Auto Insurance	2,257.00	2,607.00	2,607.00	2,607.00	2,834.00
6100 · Liability Insurance	84,115.00	104,453.00	126,327.00	119,037.00	131,279.00
6110 · Workers Comp Insurance	114,515.00	87,957.00	162,354.00	179,876.00	144,664.00
6120 · Property Insurance	6,143.00	7,795.00	9,935.00	-5,666.00	19,593.00
6085 · VCJPA General Fund	7,517.00	5,391.00	4,106.00	4,230.00	2,095.00
6111 · Other Insurance	3,005.00	4,212.00	5,500.00	3,500.00	5,500.00
6073 · Equipment Lease	18,882.00	18,142.00	21,000.00	21,000.00	22,000.00
6075 · Fees & Assessments	2,753.00	3,773.00	4,300.00	3,800.00	4,500.00
6080 · Hiring Expenses	4,395.00	18,475.00	13,000.00	11,000.00	13,000.00
6150 · Memberships	21,219.00	22,165.00	30,000.00	31,993.00	33,000.00
6170 · Miscellaneous Expenses	2,487.00	3,303.00	3,000.00	1,600.00	3,000.00
6000 · Accounting Services	7,385.00	21,458.00	20,000.00	16,000.00	20,000.00
6130 · Legal Services	73,937.00	45,282.00	50,000.00	30,000.00	40,000.00
6190 · Other Services	1,700.00	1,650.00	5,000.00	0.00	5,000.00
6046 · Professional Services - IT	40,237.00	42,869.00	50,000.00	55,459.00	60,000.00
6300 · Reference	627.00	0.00	800.00	0.00	800.00
6310 · Benefit Assessment Admin Cost	115,999.00	116,213.00	118,000.00	116,000.00	119,000.00
6340 · Electric Service	26,859.00	32,566.00	34,000.00	34,500.00	35,500.00
6341 · Natural Gas	2,785.00	2,965.00	4,000.00	3,995.00	4,200.00
6343 · Water Service	1,902.00	1,983.00	2,500.00	1,945.00	2,500.00
Total ORGANIZATIONAL EXPENDITURES	627,672.00	667,733.00	798,229.00	748,276.00	828,665.00
NET REVENUE & EXPENDITURES	4,318,369.00	3,633,409.00	4,934,150.00	4,500,738.00	4,967,333.00

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23/24 BUDGET

DESIGNATED RESERVES					
Account Classification	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
3100 - Public Health Emergency	1,326,200.00	1,326,200.00	500,000.00	500,000.00	500,000.00
Transfers In	0.00	0.00	0.00	0.00	0.00
Transfers Out	0.00	(826,000.00)	0.00	0.00	0.00
Revenue & Transfers In Total	0.00	0.00	0.00	0.00	0.00
Expense & Transfer Out Total	0.00	(826,000.00)	0.00	0.00	0.00
Net (Use of) Addition to Reserves	0.00	500,200.00	0.00	0.00	500,000.00
3125 - Capital Projects	488,085.00	650,000.00	300,000.00	300,000.00	300,000.00
Transfers In	391,915.00	266,427.00	0.00	0.00	25,000.00
Transfers Out	0.00	(616,427.00)	0.00	0.00	0.00
Revenue & Transfers In Total	880,000.00	266,427.00	0.00	0.00	25,000.00
Expense & Transfer Out Total	0.00	(616,427.00)	0.00	0.00	0.00
Net (Use of) Addition to Reserves		300,000.00	300,000.00	0.00	325,000.00
3160 - Pension Liability	200,258.00	200,258.00	400,000.00	400,000.00	313,000.00
Transfers In	0.00	400,000.00	0.00	0.00	0.00
Transfers Out	0.00	(200,258.00)	(230,000.00)	(87,000.00)	0.00
Revenue & Transfers In Total	0.00	400,000.00	0.00	0.00	0.00
Expense & Transfer Out Total	0.00	(200,258.00)	(230,000.00)	(87,000.00)	0.00
Net (Use of) Addition to Reserves	0.00	400,000.00	170,000.00	313,000.00	313,000.00
3165 - Building/Facilities	100,000.00	224,761.00	100,000.00	100,000.00	85,000.00
Transfers In	49,000.00	0.00	0.00	0.00	25,000.00
Transfers Out	0.00	(124,761.00)	(15,000.00)	(15,000.00)	0.00
Revenue & Transfers In Total	149,000.00	0.00	0.00	0.00	25,000.00
Expense & Transfer Out Total	0.00	(124,761.00)	(15,000.00)	(15,000.00)	0.00
Net (Use of) Addition to Reserves	0.00	100,000.00	85,000.00	85,000.00	110,000.00
3170 - Vehicle Replacement	43,760.00	105,761.00	100,000.00	100,000.00	57,500.00
Transfers In	59,300.00	100,000.00	0.00	0.00	0.00
Transfers Out	0.00	(105,761.00)	(42,500.00)	(42,500.00)	0.00
Revenue & Transfers In Total	103,060.00	100,000.00	0.00	0.00	0.00
Expense & Transfer Out Total	0.00	(105,761.00)	(42,500.00)	(42,500.00)	0.00
Net (Use of) Addition to Reserves	0.00	100,000.00	57,500.00	57,500.00	57,500.00
Total Reserves	2,658,518.00	1,400,200.00	1,112,500.00	1,255,500.00	1,305,500.00

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

FY 23/24 BUDGET

RESTRICTED RESERVE ACCOUNTS	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Adopted Budget	2022 - 2023 Estimated Actual	2023 - 2024 Proposed Budget
3180 - VCJPA Property Contingency Fund	97,113.00	132,472.00	135,000.00	134,000.00	137,000.00
Total Reserves	97,113.00	132,472.00	135,000.00	134,000.00	137,000.00
GRAND TOTAL RESERVES	2,755,631.00	1,532,672.00	1,247,500.00	1,389,500.00	1,442,500.00

DRAFT

Capital Outlay Summary

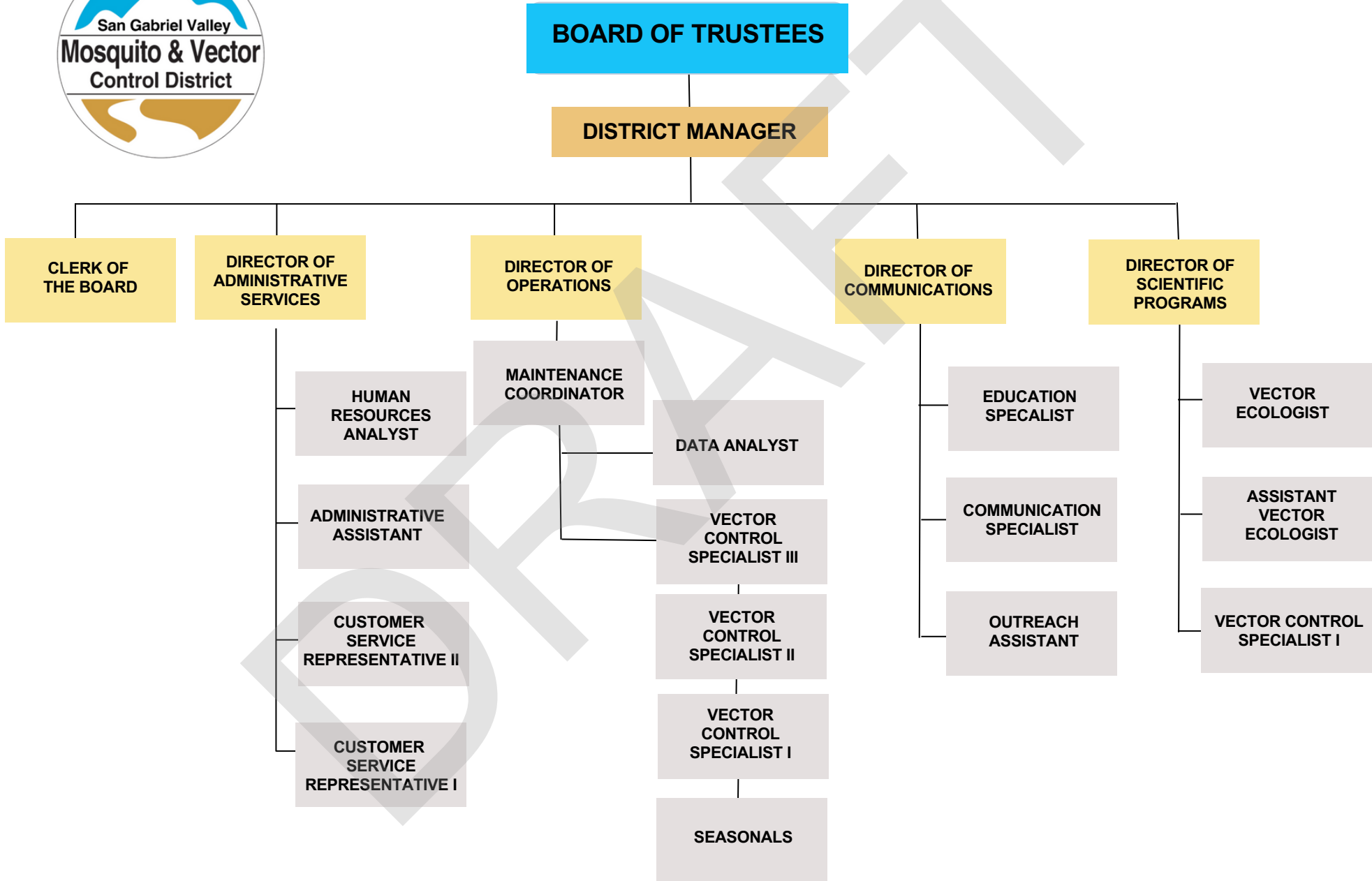
		2023-2024 Budget
Operating Fund		
Executive Department		\$25,000.00
Capital Projects		
Board Room		
Improvements		
Total Operating Fund		\$25,000.00

Personnel Summary

Personnel Summary		2020-21	2021-22	2022-23	2023-24
		Actual	Actual	Actual	Proposed
Executive					
	District Manager	1	1	1	1
	Clerk of the Board/Admin Asst	1	1	1	1
Administration					
	Director of Administration	1	1	1	1
	Human Resources Analyst	1	1	1	1
	Administrative Assistant	1	1	1	1
	Customer Service Rep II Admin	0	1	1	2
	Customer Service Rep I Admin	1	0	1	0
Communications					
	Director of Communications	0	0	1	1
	Public Information Officer	1	1	0	0
	Education Specialist	2	2	2	2
	Communications Specialist	1	1	1	1
	Outreach Assistant	1	1	1	1
Surveillance					
	Director of Scientific Programs	1	1	1	1
	Vector Ecologist	2	2	1	1
	Asst Vector Ecologist	2	2	1	1
	Vector Control Specialist I - Surveil	0	1	2	2
	Ltd Term VC Techs - Surveil	2	1	0	0
Operations					
	Director of Operations	1	1	1	1
	Operations Coordinator	1	1	1	1
	Data Analyst	1	1	1	1
	Facility Maintenance	1	1	1	0
	Vector Control Specialist I	4	4	4	4
	Vector Control Specialist II	8	8	8	8
	Vector Control Specialist III	2	2	2	2
	Ltd Term VC Techs - Ops	2	2	0	0
	Customer Service Rep 1 - Ops	1	1	0	0
Total Full Time Employees		39	39	35	34
Extra Help Employees					
	Extra Help VC Techs - Ops	10	9	10	8
	Extra Help VC Techs - Surveil	0	0	0	0
	Extra Help Outreach Assistant	1	1	0	0
Total E/H Employees		11	10	10	8
Total		50	49	45	42

San Gabriel Valley Mosquito & Vector Control District

Organizational Chart





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

Date: May 12, 2023

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

Subject: **Consider Filing Letter of Support for Assembly Bill 557**

Exhibit(s): Exhibits 8A, 8B

Background

Assembly Member Gregg Hart (D-37) has introduced Assembly Bill 557, CSDA's 2023 sponsored bill on the Brown Act. This bill follows the successful passage of Assembly Bill 361 (R. Rivas, 2021), which established modified remote meeting procedures within the Brown Act for local agencies meeting during specified emergencies.

The provisions added to the Brown Act by AB 361 regarding remote meeting procedures are set to expire at the end of 2023. To preserve the remote meeting procedures during an emergency, AB 557 would abolish the sunset that would repeal them.

AB 557 also makes one minor change to the timeframe for the renewal resolutions required under the AB 361 framework. Currently, the terms of AB 361 require that an agency looking to rely on its provisions beyond 30 days must pass a resolution recognizing that the state of emergency that prompted the transition to remote meetings remains active, and that conditions persist that prevent the agency from holding meetings safely in-person. AB 557 would change this to 45 days, providing agencies with an additional two weeks and accommodating those agencies that meet monthly on a fixed date that may occasionally fall outside of the original 30-day window provided by AB 361.

Committee's Recommendation

The Legislative Committee convened on April 14, 2023 to review the item and recommended approval of filing letter of support for Assembly Bill 557 as introduced.

District Manager's Recommendation

The District Manager recommends filing a letter of support for Assembly Bill 557 as introduced.

Board Action Options

- Board Action Required: If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve filing letter of support for Assembly Bill 557.
- Alternative Board Action: If after discussion by members for this item, the Board may choose to deny approval of a letter of support for Assembly Bill 557.

Submitted by:

A handwritten signature in black ink that reads "Jason Farned".

Jason Farned
District Manager



Gregg Hart

ASSEMBLY DISTRICT 37

ASSEMBLY BILL 557

EMERGENCY BROWN ACT MEETING PROCEDURES

SUMMARY

AB 557 eliminates the January 1, 2024 sunset on the provisions of the Brown Act that provided additional flexibility for local agencies looking to meet remotely during an emergency while still maintaining public access and transparency. This legislation will provide a narrow but important emergency authority, allowing local governing bodies to safely meet and take action during applicable states of emergency declared by the Governor.

BACKGROUND

AB 361 (Rivas, 2021) codified, until Jan 1, 2024, numerous provisions of Governor Newsom’s Executive Orders pertaining to the Brown Act in 2020. The provisions only apply in the event that an emergency situation or public health orders prevent a local agency board from meeting in-person. If the meeting could still be held in-person without endangering local agency board members or personnel, then the local agency would not be permitted to rely on the provisions added to California Government Code section 54953 by AB 361. Local agencies needing to meet remotely pursuant to those provisions are only permitted to do so in concert with an emergency declared by the Governor of California.

PROBLEM

While the worst of the COVID-19 pandemic appears to have subsided, the need to be prepared for future emergencies remains. Recent events in California, including disastrous flooding and devastating wildfires, underscore this point.

AB 361 was extensively used by local agencies to meet during the pandemic and was designed to address all emergency situations where it would be unsafe, or even impossible, to meet in-person.

The flexibility these provisions provide will remain a critical tool for use in other emergencies declared by the Governor even after the COVID-19 state of emergency expires.

In cases where a state of emergency persists, AB 361 required local agencies to renew their emergency remote meeting resolution within 30-days. However, many agencies regularly meet once-per-month (e.g. every third-Tuesday), which is sometimes a span of just over 30 days. This forced agencies to unnecessarily move meetings to days and times less accustomed to the public or to expend unnecessary time and expense to conduct an additional meeting

SOLUTION

By removing the sunset, AB 557 preserves the critical flexibility for local agencies needing to meet remotely to continue providing the public with essential services during a Governor-declared emergency. By adjusting the renewal period for resolutions to 45 days (up from 30 days), AB 557 would provide accommodation for those agencies regularly meeting on a fixed date every month.

SUPPORT

- CA Special Districts Association (Co-Sponsor)
- League of California Cities (Co-Sponsor)
- CA State Association of Counties (Co-Sponsor)

[DISTRICT LOGO]

May 3, 2023

The Honorable Gregg Hart (lenh.voong@asm.ca.gov)
California State Assembly
1021 O Street, Suite 6230
Sacramento, CA 95814

RE: Assembly Bill 557 (Hart) – Support [As Introduced]

Dear Assembly Member Hart:

The [DISTRICT NAME] is pleased to inform you of our support for Assembly Bill 557, related to emergency remote meeting procedures under the Ralph M. Brown Act.

The changes made to California Government Code section 54953 by Assembly Bill 361 (R. Rivas, 2021) were of vital importance to local agencies looking to meet during the COVID-19 pandemic in order to continue to conduct the people's business. These changes were necessary in order to permit local agencies to meet during a time that it would have otherwise been impossible to meet in-person safely. Important safeguards were included to ensure transparency and accountability, including the fact that the emergency provisions were only applicable in instances where the California Governor had declared a state of emergency.

While California seeks to transition to a post-COVID era, the threat of additional emergencies remains, as has been made abundantly clear by recent flooding and wildfires. Absent any legislative intervention, the processes established by AB 361 to provide remote meeting flexibility to local agencies in emergency circumstances will expire at the end of this year. To remain best-equipped to address future emergencies and allow local agencies to effectively react and respond, AB 557 would eliminate the sunset on the emergency remote meeting procedures added to California Government Code section 54953. Additionally, AB 557 would adjust the timeframe for the resolutions passed to renew an agency's temporary transition to emergency remote meetings to 45 days, up from the previous number of 30 days. [EXPLAIN HOW THIS LEGISLATION IMPACTS YOUR DISTRICT]

This legislation will preserve an effective tool for local agencies facing emergencies that would otherwise prevent them from conducting the people's business when faced with an emergency. For these reasons, [DISTRICT NAME] is pleased to support Assembly Bill 557. Please feel free to contact me at [SIGNATORY'S EMAIL] or at [SIGNATORY'S EMAIL ADDRESS] if you have any questions.

Sincerely,

[Insert Signature Here]

[SIGNATORY'S NAME]

[SIGNATORY'S TITLE/POSITION]

CC: Marcus Detwiler, Legislative Representative, California Special Districts Association (advocacy@cdda.net)

[DISTRICT ADDRESS]