

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

Board of Trustees Meeting

May 9, 2008

7:00 AM

Agenda

1. Call to Order

Note: The public is requested to address the Board on an **Agenda Item** when the Board considers it.

2. Pledge of Allegiance and Silent Roll Call

3. Opportunity for Public Comment on Non-Agenda Items

The public is requested to provide a name/address and limit comment (s) to 5 minutes.

4. Consent Calendar *

All items in the Consent Calendar are routine and may be enacted by one motion unless a request is made to remove and consider it (them) as a separate action.

- A.** List of Claims for April, 2008 *
- B.** Budget Status Report for April, 2008 *
- C.** Minutes of Board of Trustees Meeting April, 2008 *
- D.** Surveillance and Vector Report*
- E.** Abatement Report*
- F.** Education Program*

5. Monthly Treasurer Report / District Working Balance *

(Action Required – Approve / Disapprove)

6. Review Resolution 2006-01. Establishing a Reimbursement Policy in Accordance with Government Code §§ 53232.2 and 53232.3 *

(District Manager) (No Action Required)

7. Consider Partnership Agreement Between the San Gabriel Valley Mosquito & Vector Control District and the San Gabriel Mountains Regional Conservancy *

(District Manager) (Action Requested)

8. District Administration

(District Manager) (No Action Required)

A. Oath of Office

9. Honey Bee, Avian Flu and West Nile Virus Update

(Assistant Manager) (Verbal Report) (No Action Required)

* Indicates a written report.

10. Trustee Reports
(Verbal Report) (No Action Required)

11. New Business
Opportunity for Trustees to request future agenda items
(Verbal)

12. Adjournment

**Personnel Committee and Finance Committee will
Meet in Closed Session Immediately
Following the Board of Trustees Meeting**

Personnel Committee

Jeffrey Templeman, Chairperson
Roger Hernandez
Margaret Finlay

Ernie Gutierrez
Janice Nelson
Tom Sykes

Finance Committee

Margaret Finlay, Chairperson
Frank Hall
Joe Rocha

Albert Huang
Henry Morgan
Stephen Sham

CERTIFICATE OF POSTING

I, Esther Elliott, Administrative Secretary of San Gabriel Valley MVCD, certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted not less than 72 hours prior to said meeting. Dated this 2nd day of May 2008.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the San Gabriel Valley MVCD to all or a majority of the Board of Trustees less than 72 hours prior to that meeting are available for public inspection at the Administration Building Front Lobby located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during normal business hours. For further information regarding agenda items, please contact the office of the San Gabriel Valley MVCD at 626-814-9466 or via email at district@sgvmosquito.org

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact this District at 626-814-9466. Notification 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 34.102.104 ADA TITLE II)

Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD

**San Gabriel Valley
Mosquito and Vector Control District List of Claims April 2008**

Payroll April 3, 2008

Account	Description	Amount
6210	Salaries, Exempt	\$18,614.83
6212	Salaries, Non-Exempt	\$25,649.70
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$3,771.44
6219	Salaries, Holiday	\$126.23
6220	Salaries, Sick Pay	\$2,080.64
6070	Employee Cash-out	\$2,766.99
	Bilingual compensation	
6230	Part-time Salaries	\$243.42
6140	Employer Medicare	\$758.81
6240	Employer Social Security	\$15.09
	Paychex	\$390.34
Total Payroll April 3, 2008		\$54,417.49

Accounts Payable

April 3, 2008

Check#	Account	Payee	Description	Amount
408114	6070	American Fidelity	Life insurance premiums	\$2,196.39
408115	6070	American Fidelity	Flex premium	\$547.68
408116	6170	Arrowhead	Drinking water	\$124.48
408117	6343	Azusa Light and Water	Water bill	\$102.61
408118	6070	CALPERS	Medical insurance premium	\$7,377.69
408119			VOID	
408120	6150	Costco	Annual membership	\$450.00
408121	6130	Jenkins and Hogin	Legal fees	\$35.00
408122	6046	Jesse Shelby	Network administration and service	\$1,500.00
408123	-----	Marilyn Nihipali	(Employee Liability)	-----
408124	-----	Nationwide Retirement	Employee liability	-----
408125	6200	PERS	Employer contribution	\$4,724.97
408125			Employee benefit	\$3,253.65
408126	6270	Ramona Deacon	Reimbursement for office supplies purchase	\$145.78
408127	6250	San Dimas Grain	Chicken watering cans	\$28.13
408128	6232	Steve West	Car Allowance	\$500.00
408129	6270	US Bank-Alba	Office Depot-office supplies	\$30.40
408129	6232	US Bank-Fujioka	VSP Parking-AMCA ann mtg	\$30.00
408129	6260		John Ascuaga's Nugget-AMCA ann mtg lodging	\$3.00
408129	6232	US Bank-Hagele	Southwest Air-travel Sac Yolo MVCD Education Fair	\$144.00
408129	6290		Petsmart-exhibit supplies	\$22.71
408129	6290		Amazon Reptile Ctr-exhibit supplies	\$18.39
408129	6290		Albertsons-exhibit supplies	\$9.19
408129	6290		Vons-exhibit supplies	\$9.94
408129	6290		Albertsons-exhibit supplies	\$8.02
408129	6290	US Bank-Middleton	Fish USA & Pets-exhibit supplies	\$15.05
408129	6042		GE Appliances-service contract	\$146.77
408129	6232		Southwest Air-travel Sac Yolo MVCD Education Fair	\$144.00
408129	6290		Bioquip-educational equipment	\$1,746.92
408129	6232		Subway-continuing education lunch	\$91.00
408129	6232		Albertsons-continuing education lunch	\$13.30
408129	6232		99 Cents Only-continuing education lunch	\$6.60
408129	6232		Dollar Rentals-car rental	\$27.73
408129	6232		Ontario Airport parking	\$15.00
408129	6232		Arco-gas card	\$3.43

**San Gabriel Valley
Mosquito and Vector Control District List of Claims April 2008**

Check#	Account	Payee	Description	Amount
408129	6260	US Bank Niffenegger	One Source-automotive supplies	\$39.94
408129	6260		Interstate Battery-truck battery	\$28.09
408129	6260		Interstate Battery-truck battery	\$124.51
408129	6260		IATN-automotive software	\$30.00
408129	6040		Home Depot-building maintenance supplies	\$18.91
408129	6035	US Bank-West	Buy.com-computer hardware	\$41.82
408130	6111	VCJPA	EAP	\$248.52
408131	6320	Verizon California	Office phones	\$398.78
408132	6315	Verizon Wireless	Wireless card-West	\$60.78
408132	6312		Field phones	\$1,394.54
408133	6315	Verizon Wireless	Wireless card-Fujioka	\$65.93
Total Accounts Payable April 3, 2008				\$25,923.65

Payroll April 17, 2008

Account	Description	Amount
6210	Salaries, Exempt	\$18,614.83
6212	Salaries, Non-Exempt	\$25,170.60
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$3,269.20
6219	Salaries, Holiday	
6220	Salaries, Sick Pay	\$1,424.20
6070	Employee Cash-out	\$2,766.99
	Bilingual compensation	\$100.00
6230	Part-time Salaries	163.35
6140	Employer Medicare	\$733.51
6240	Employer Social Security	\$10.13
	Paychex	
	Processing fee	
Total Payroll April 17, 2008		\$52,252.81

Trustee Stipend April 17, 2008

Account	Trustee	Description	Amount
6030	Richard Barakat	Monthly stipend for attending District functions	\$100.00
	David Barron		\$100.00
	Robert Bruesch		\$100.00
	Roger Chandler		\$100.00
	Linda Elderkin		\$100.00
	Margaret Finlay		\$100.00
	Kenneth Gillanders		\$100.00
	Ernest Gutierrez		\$100.00
	Frank Hall		\$100.00
	Daniel Holloway		\$100.00
	Albert Huang		\$100.00
	Daniel Kirby		\$100.00
	Henry Morgan		\$100.00
		Board Secretary stipend	\$49.50
	Charles Myers		\$100.00
	Robert Neher		\$100.00
	Janice Nelson		\$100.00
	Jef Parriott		\$100.00
	Joe Rocha		\$100.00
	Elliott Rothman		\$100.00
	Stephen Sham		\$100.00
	Tom Sykes		\$100.00
	Jeff Templeman		\$100.00
	Employer Medicare		\$32.62
	Employer Social Security		\$133.27
Total April 17, 2008			\$2,415.39

**San Gabriel Valley
Mosquito and Vector Control District List of Claims April 2008**

Check#	Account	Payee	Description	Amount
Accounts Payable April 17, 2008				
Check#	Account	Payee	Description	Amount
VOID CHECKS 40134-40183				
40184	6070	Allied Administrators	Dental premiums	\$1,238.32
40185	6070	American Fidelity	Life insurance premium	\$2,196.39
40186	6070	American Fidelity	Flex premiums	\$547.68
40187	6332	Ameripride Uniforms	Uniforms	\$308.64
40187	6040		Floor mats/lockers/towels	\$302.68
40188	6040	Athens Services	Trash pick up	\$154.92
40189	6044	Best Way Maintenance	Landscaping fees	\$450.00
40190	6070	CALPERS	Medical insurance premium	\$6,311.77
40191	6262	Chevron	Gasoline	\$2,729.10
40192	6290	Copies & Ink	Educational literature	\$389.53
40193	6315	COVAD	Internet	\$319.90
40194	6340	Edison	Electricity	\$1,186.14
40195	6232	Kenn Fujioka	Per diem-MVCAC quarterly mtg	\$120.00
40196	6040	J&J Janitorial	Janitorial service	\$1,008.00
40197	-----	Marilyn Nihipali	(Employee Liability)	-----
40198	6070	Medical Eye Service	Vision premiums	\$187.54
40199	6232	Kelly Middleton	Per diem-MVCAC quarterly mtg	\$120.00
40200	6232	Henry Morgan	Per diem-MVCAC quarterly mtg	\$192.00
40201	-----	Nationwide Retirement	Employee liability	-----
40202	6185	Neopost	Postage meter leasing	\$63.23
40203	6250	Praxair	Dry ice	\$59.37
40204	6341	The Gas Co	Gas bill	\$498.63
40205	6250	Thermal Combustion Innovators	Biohazardous waste disposal	\$86.46
40206	6232	Steve West	Per diem-MVCAC quarterly mtg	\$120.00
40207	6232	Steve West	Per diem-CSDA Leg Day	\$80.00
40208	6250	Western Weather Group	Data mamagement	\$55.00
Total Accounts Payable April 17, 2008				\$18,725.30
Petty Cash April				
Check	Account	Payee	Description	Amount
2203	6260	US Bank	Interstate Battery-unpaid tas	\$0.43
			Once Source Distributors-automotive parts	\$51.77
			Once Source Distributors-automotive parts	\$124.51
2204	6330	Vectorborne Disease Acct	Exam registration	\$136.00
2205	6232	Henry Morga	Reimbursement for District-related travel	\$190.10
Total Petty Cash				\$502.81
Total Payroll				\$106,670.30
Total Accounts Payable				\$47,064.34
TOTAL LIABILITIES				\$154,237.45
Trust Warrant 553				\$154,237.45

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period (84% of Year Completed)
April 30, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	37,229.66	389,804.09	489,000.00	99,195.91	79.71	
Salaries - Non Exempt	51,075.76	571,974.07	725,000.00	153,025.93	78.89	
Salaries - Overtime	0.00	127.32	5,000.00	4,872.68	2.55	
Salaries - Vacation	7,040.64	54,996.54	52,000.00	(2,996.54)	105.76	Vac paid out to laid off employees
Salaries-Holiday	126.23	34,912.79	45,000.00	10,087.21	77.58	
Salaries, Sick Pay	3,504.84	19,367.08	43,000.00	23,632.92	45.04	
Salaries, Part-time - XH	251.31	65,008.20	112,000.00	46,991.80	58.04	
Retirement, Employee	3,253.65	64,698.69	80,000.00	15,301.31	80.87	
Management Car Allowance	500.00	5,000.00	6,000.00	1,000.00	83.33	
Cafeteria Benefit	24,882.62	161,361.74	195,000.00	33,638.26	82.75	
Medicare	1,525.84	17,709.39	20,000.00	2,290.61	88.55	Trustees
Retirement - Employer	4,724.97	99,728.28	132,000.00	32,271.72	75.55	
Social Security	139.47	5,613.47	7,500.00	1,886.53	74.85	
TOTAL PERSONNEL EXPENSES	134,254.99	1,490,301.66	1,911,500.00	421,198.34	77.97	
OPERATING EXPENSES						
Awards	0.00	653.12	1,500.00	846.88	43.54	
Bank Charges	0.00	2,322.31	5,500.00	3,177.69	42.22	
Board expenses	2,249.50	20,238.19	29,200.00	8,961.81	69.31	
Computer Hardware	41.82	4,684.54	4,000.00	(684.54)	117.11	Waiting for credits from CDW for returns
Computer Software	0.00	1,916.11	2,750.00	833.89	69.68	
Building maintenance	1,484.51	20,292.02	39,490.00	19,197.98	51.39	
Maintenance, equipment	146.77	6,370.46	6,000.00	(370.46)	106.17	Copier repairs
Maintenance, grounds	450.00	9,531.07	6,900.00	(2,631.07)	138.13	Pond repairs
Computers ,Maintenance	1,500.00	15,449.00	20,000.00	4,551.00	77.25	
Fees & Assessments	0.00	1,304.73	2,500.00	1,195.27	52.19	
Hiring expenses	0.00	539.11	3,000.00	2,460.89	17.97	
VCJPA General Fund	0.00	8,458.00	8,400.00	(58.00)	100.69	One time fee
Insurance, liability	0.00	34,017.00	40,000.00	5,983.00	85.04	One time fee
Workers Comp Insurance	0.00	39,675.00	55,000.00	15,325.00	72.14	One time fee

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period (84% of Year Completed)
April 30, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Other Insurance	248.52	1,382.13	2,300.00	917.87	60.09	
Insurance, unemployment	0.00	1,924.00	4,000.00	2,076.00	48.10	
Legal	35.00	4,059.76	10,000.00	5,940.24	40.60	
Memberships	450.00	12,051.00	14,300.00	2,249.00	84.27	MVCAC membership fees
Miscellaneous expenses	124.48	1,662.66	2,500.00	837.34	66.51	
Postage	63.23	859.56	3,500.00	2,640.44	24.56	
Prof. Services, Auditor	0.00	10,500.00	10,500.00	0.00	100.00	One time fee
Professional Services	0.00	0.00	5,000.00	5,000.00	0.00	
Research	0.00	0.00	8,000.00	8,000.00	0.00	
Seminars and meetings	1,110.06	23,819.57	38,650.00	14,830.43	61.63	
Tuition Reimbursement	0.00	220.00	2,500.00	2,280.00	8.80	
Supplies, laboratory	228.96	10,489.13	18,000.00	7,510.87	58.27	
Supplies, mechanical	222.54	11,060.13	33,000.00	21,939.87	33.52	
Supplies, gasoline	2,729.10	28,860.22	42,900.00	14,039.78	67.27	
Supplies, office	176.18	10,355.99	17,000.00	6,644.01	60.92	
Supplies, operations	0.00	5,608.43	18,000.00	12,391.57	31.16	
Supplies, public informat	2,219.75	7,675.26	30,135.00	22,459.74	25.47	
Supplies, reference	0.00	685.14	2,400.00	1,714.86	28.55	
Supplies, safety	0.00	5,321.85	9,700.00	4,378.15	54.86	
Tax Collection	0.00	80,884.15	82,000.00	1,115.85	98.64	One time fee
Communications, field	1,394.54	13,020.34	26,500.00	13,479.66	49.13	
Telephone, Internet	446.61	4,332.59	6,500.00	2,167.41	66.66	
Telephone , Office	398.78	4,203.07	7,200.00	2,996.93	58.38	
Training , CEU's	0.00	1,607.52	2,000.00	392.48	80.38	Recertification classes
Uniforms and clothing	308.64	5,490.13	13,000.00	7,509.87	42.23	
Utilities, Electric	1,186.14	18,561.39	28,800.00	10,238.61	64.45	
Utilities, Natural Gas	498.63	3,370.99	4,000.00	629.01	84.27	
Utilities, Water	102.61	1,239.23	3,000.00	1,760.77	41.31	
TOTAL OPERATING EXPENSES	17,816.37	434,694.90	669,625.00	234,930.10	64.92	
TOTAL EXPENSES	152,071.36	1,924,996.56	2,581,125.00	656,128.44	74.58	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period (84% of Year Completed)
April 30, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
RESERVES					
Reserve, Unallocated Gene	0.00	0.00	814,706.95	814,706.95	0.00
Reserve, Public Health Em	0.00	0.00	379,425.97	379,425.97	0.00
Reserve, Capital & Asset	0.00	89,048.87	471,320.00	382,271.13	18.89
State Grant	0.00	0.00	152,435.00	152,435.00	0.00
TOTAL RESERVES	0.00	89,048.87	1,817,887.92	1,728,839.05	4.90

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

Board of Trustees Meeting

April 11, 2008

7:00 AM

Minutes

Trustees Attending

- 1 Stephen Sham (Alhambra)
- 2 Roger Chandler (Arcadia)
- 3 Joseph Rocha (Azusa)
- 4 Rick Barakat (Bradbury)
- 5 Linda Elderkin (Claremont)
- 6 Henry Morgan (Covina)
- 7 Margaret Finlay (Duarte)
- 8 Ernest Gutierrez (El Monte)
- 9 Jeff Parriott (Industry)
- 10 Charles Myers (Glendora)
- 11 Dan Holloway (La Puente)
- 12 Robert Neher (La Verne)
- 13 Dan Kirby (Monrovia)
- 14 Dave Barron (Monterey Park)
- 15 Elliott Rothman (Pomona)
- 16 Robert Bruesch (Rosemead)
- 17 Jeffrey Templeman (San Dimas)
- 18 Albert Huang (San Gabriel)
- 19 Janice Nelson (Sierra Madre)
- 20 Kenneth G. Gillanders
- 21 Tom Sykes (Walnut)
- 22 Frank Hall (County of Los Angeles)

Trustees Absent

- 1 Roger Hernandez (West Covina)
- 2 Mark Breceda (Irwindale)

Staff Attending

- 1 Steve West
- 2 Kenn Fujioka
- 3 Kelly Middleton
- 4 Esther Elliott
- 5 Ramona Deacon
- 6 Carol Anne Hagele
- 7 Melvin Cook

Staff Absent

Rose Alba

1. Call to Order

The meeting was called to order at 7:00 am by President, Trustee Chandler.

2. Pledge of Allegiance and Silent Roll Call

The Pledge of Allegiance was led by District Manager Steve West.

3. Opportunity for Public Comment on Non-Agenda Items

None

- A** Kenneth G. Gillanders, new Trustee for the city of Temple City was introduced and welcomed.

4. Consent Calendar

- A.** List of Claims for March 2008
- B.** Budget Status Report for March 2008
- C.** Minutes of Board of Trustees Meeting March 2008
- D.** Surveillance and Vector Report
- E.** Abatement Report
- F.** Education Program

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

5. Monthly Treasurer Report / District Working Balance

A motion by Trustee Templeman to approve the Monthly Treasurer's Report and District Working Balance report was seconded and unanimously approved.

6. Consider Staff Recommendation to Cease the District's Bee Control Program

Assistant Manager Kenn Fujioka gave a brief history of the District's bee program ending with 2004 when almost all of staff's resources were used to address a WNV epidemic.

He then discussed the fact that public sentiment has shifted toward concern for the welfare of the bees. Kenn detailed that AHB are not a threat to public health; the District has not investigated any stinging incidents and no one in the San Gabriel Valley has been killed by AHB. He recommended that since the District is a public health agency, that mission would be better served if the District stops eradicating honey bees and redirected resources toward mosquito control and preventing any other mosquito borne disease that could show up.

Kenn summarized what staff currently is doing to address requests for service for bees, and expressed concern that because parasites and colony collapse disorder (CCD) have impacted the bee population we are damaging the local ecology by killing bees.

A lengthy discussion ensued; some points made by Trustees include:

The public education should be retained (Bruesch).

The public now has an expectation that their assessment pays for bee control and removing a service without recovering the cost would be perceived negatively (Templeman)

The District would protect bees by retaining its program (Neher and Barakat).

The bees will overcome CCD and recreating a program will be more difficult than retaining it (Myers)

District Manager Steve West proposed a 90 day period to conduct an extensive public education if the bee program is stopped.

Trustee Barakat moved to retain the current bee removal program and staff could provide another assessment in three months was seconded and approved with Trustees Bruesch and Rothman voting no.

7. Consider Nominations for the Vector Control Joint Powers Agency (VCJPA) Board of Directors Position of Trustee Representative for the San Joaquin Valley/Southern California Regions and the Position of Alternate Trustee Representative on the VCJPA Board of Directors

A motion by Trustee Templeman to nominate Trustee Morgan as a candidate for the position of Trustee on the VCJPA Board of Directors was seconded and unanimously approved.

A motion by Trustee Myers to nominate Trustee Finlay as a candidate for the position of Alternate Trustee on the VCJPA Board of Directors was seconded and unanimously approved.

8. District Administration

A. District Manager Steve West reported that the **MVCAC Spring Meeting** will be held in Monterey CA, on May 1, 2, 2008 at the Hyatt Regency Hotel. He requested anyone interested to notify staff.

B. An updated **Trustee Committees** Membership list was provided.

C. Coachella Valley

District Manager Steve West reported that the effect of the Coachella Valley publicity attracted the attention of a State Legislator who in turn has proposed a draft bill based on information read in the newspaper. The draft proposes placing a 10% limit on special district's reserves. That would affect this District's cash flow which allows us to function pending the tax collection process. The ramifications are quite extensive, and we are opposed.

One of the things we may be asked to do is meet with Legislators in San Gabriel Valley to make them aware of what's happening so they will be informed when voting on the bill. Staff may ask the Board's help in that process.

9. Honey Bee, Avian Flu and West Nile Virus (WNV) Update

Kenn reported avian flu is at a low ebb. The regular influenza is still above the epidemic threshold and once again encourages everyone to take care of themselves. WNV activity in California is considerably lower compared to previous years. Night time temperatures are around the five year average and we hope for cooler temperature in April and May.

10. Trustee Reports

Trustee Templeman reported the San Dimas City Council approved a resolution on WNV Awareness Week. The Board wished Trustee Sykes well in his City Council race.

11. New Business

Trustee Barron commented on the publicity on special districts expenditures are receiving, particularly by Board members and suggested the Policy Committee review our policy and report back to the Board.

Vice President Sham announced that the Legislative and Public Information Committee will meet immediately after the Board adjourns.

12. Adjournment

A motion by Trustee Sham to adjourn the meeting was seconded and unanimously approved. The meeting was adjourned at 8:01 am.

Surveillance Activities during April 2008

I. Mosquito Collections

Location	Mean mosquitoes per trap
Arbobada Street- Arcadia	4.0
LA County Arboretum – Arcadia	5.7
605 Spreading Grounds-Azusa	6.0
Bernard Bio Station – Claremont	11.3
Danton Dr. – Glendora	1.4
Santa Fe Dam – Irwindale	2.0
Lima Street – Sierra Madre	1.6

II. Mosquito Pools Collected

One pool of *Culex quinquefasciatus* mosquitoes collected from the 605 spreading grounds was tested for West Nile virus and was negative. In Riverside County, 9 mosquito pools from 4 cities have been reported positive for WNV during April. No other positives have been reported in California.

III. Dead Birds

Two birds, one from Santa Clara County and the other from Orange County were reported positive for WNV during April. These were the first reports from each of these counties for this year and bring the California total for 2008 to eleven.

IV. Sentinel Chicken Sera

No chickens tested positive for SLE, WEE, or WNV in the District during April. Within California, two chickens from Greater Los Angeles County Mosquito and Vector Control District tested positive for WNV in March.

V. Human Illness

No new cases of any mosquito-borne diseases in California have been reported this year.

VI. Horses and Rodents

There have been no reports of equine cases or squirrels positive for WNV reported in 2008.

VII. Mean Maximum-Minimum Temperatures (degrees Fahrenheit)

	LA Civic Ctr max/min T°	Burbank max/min T°	Pasadena max/min T°	San Gabriel max/min T°	Ontario max/min T°	District max/min T°
Apr 2008	75.0/54.7	75.4/51.9	77.3/54.5	75.1/52.3	77.4/51.7	80.6/53.2
Apr 2007	70.8/54.3	71.1/51.6	72.4/52.3	70.9/52.1	74.1/51.4	75.5/53.1
Apr 5-yr mean	70.6/53.9	70.4/51.3	72.1/51.8	73.6/50.3	72.2/50.0	
Apr 2004	74.5/57.0	74.5/54.0	76.4/56.0	75.5/52.7	77.9/50.7	
Mar 2008	72.4/52.1	73.2/49.2	75.1/51.4	72.7/49.2	74.0/48.8	76.4/49.6

Mar 2007	73.3/53.6	73.6/50.9	73.9/51.8	74.0/51.2	76.4/49.6	78.2/51.2
Mar 5-yr mean	70.4/52.0	70.4/49.5	72.0/52.3	72.8/49.0	71.9/48.2	
Mar 2004	74.7/55.0	77.1/53.2	79.3/55.4	78.8/50.1	79.1/51.2	

Precipitation

Apr 2008	0.04	0.02	0.00	0.00	0.00	0.00
Apr 2007	0.53	0.20	0.29	0.56	0.97	0.08
Apr 5-yr mean	0.81	0.93	2.07	0.51	1.04	
Apr 2004	1.20	0.61	0.26	1.32	0.52	
Mar 2008	0.01	0.04	0	0.01	0.05	0.1
Mar 2007	0.05	0.06	0.12	0.01	0.09	0.01
Mar 5-yr mean	2.1	2.02	1.14	1.53	1.78	
Mar 2004	1.20	0.61	0.26	1.32	0.52	

To view information from the District's weather station go to:

<http://customerweb.westernwx.com/sqvmvcd> Username: sqvmvcd Password: weather

IX. Notes: Pests in musicals?

Well, not exactly. But a new musical opened April 25 at the Noho Arts Center in Hollywood which tells the story of a New York exterminator. Could mosquito control be next in the arts world? It can only be a matter of time. In the meantime, *Pest Control the Musical* can be seen through June 8 and features award winning actors. Go to www.PestControlTheMusical.com or call 818-508-7101 for more information. The flyer and description below was taken from their website.

Inspired by the best-selling novel by Bill Fitzhugh (*The Organ Grinders*, *Cross Dressing*), *Pest Control* is the story of a New York City exterminator, Bob Dillon, who is misidentified by not only the underworld but also by the CIA as being a notorious and elusive professional assassin. Mistaken for a "hit man," he is hired to kill the most dangerous man in the world. If Bob fails in this mission, he stands not only to lose the girl he loves but his own life may even be exterminated as he encounters some of the deadliest and most outrageously eccentric contract killers along the way. *Pest Control* will lead you on a wild chase, set to a rock musical score inspired by the styles of late '70s and early '80s rock with a dash of early hip hop.



**Abatement Activities for
April 2008**

District Cities	Total Service Requests	TYPES OF SERVICE REQUESTS							
		Fish	Pools and Spas	Misc. Sources	Adult Mosquitoes	Black Flies	Midges	Bees	Other Insects
Alhambra	5	2			1			2	
Altadena	8	2	2		2			2	
Arcadia	9	4	3		2				
Azusa	4	1			1	1		1	
Baldwin Park	0								
Bradbury	0								
Claremont	9	7	1		1				
Covina	2		1		1				
Duarte	1							1	
El Monte	2	1						1	
Glendora	9	5	3					1	
Industry	0								
Irwindale	1							1	
L. A. County	12		9		1			1	1
La Puente	4		1					3	
La Verne	6	2	1		3				
Monrovia	5	2	2					1	
Monterey Park	5	2	1		1			1	
Pomona	8		5		2			1	
Rosemead	2	1						1	
S. Pasadena	0								
San Dimas	7		5		1			1	
San Gabriel	3				2			1	
Sierra Madre	1	1							
Temple City	4	2						1	1
Walnut	4	3						1	
West Covina	21	3	11		1			6	
TOTAL	132	38	45	0	19	1	0	27	2

Fish- Placed in ornamental ponds and water barrels. Never placed in abandoned swimming pools or spas.

Pools & Spas- Referred to the District by residents, Department of Health Services, and City Code Enforcement Officers.

Misc. Sources- Resident refers to breeding site other than fish pond, swimming pool, and spa.

Adult Mosq.- Resident is annoyed by adult mosquitoes and is not sure of breeding site.

Black Flies- Resident is annoyed by black flies.

Midges- Property owner is experiencing an insect problem which has been identified as midges.

Bees- Resident has requested service for bees, wasps, or hornets.

Other Insects- Resident has contacted District regarding the control of insects other than those controlled by the District.

MOSQUITO CONTROL ACTIVITIES

District Cities	Total Sources Inspected	Total Sources Breeding	Total Sources Treated	Total Area Treated (Acres)	JUVENILE CONTROL						
					Duplex* (Gallons)	Golden Bear (Gallons)	<i>Bti</i> Gran. (Pounds)	<i>B. sphaer.</i> (Pounds)	XR Briquets (Each)	Fish (Acres) (Planted)	Methoprene Pellets (Pounds)
Alhambra	107	28	29	0.024	0.035	0.025		0.110		0.003	
Altadena	79	21	26	0.116	0.010	0.285		0.814		0.006	
Arcadia	119	38	47	0.533	1.380	0.041		0.984		0.010	
Azusa	34	7	13	0.014	0.020	0.014		0.022		0.003	
Baldwin Park											
Bradbury	12	2	2	0.580	0.241			10.000			
Claremont	100	13	13	1.605	0.295			20.066		0.004	
Covina	107	24	28	1.067	3.108	0.048		0.110		0.008	
Duarte	17	2	2	0.010	0.031			0.022			
El Monte	85	20	21	0.617	1.820	0.022		0.154		0.000	
Glendora	72	21	27	0.153	0.230	0.176		0.264		0.007	
Industry	19	13	11	0.403	0.548	0.060		0.242		0.197	
Irwindale	25	9	10	0.319	0.096	0.900		0.044	2	0.057	
L. A. County	331	53	58	0.230	0.174	0.460		0.902		0.006	
La Puente	49	10	10	0.038	0.071	0.052		0.154			
La Verne	107	12	12	0.037	0.006	0.055		0.286		0.002	
Monrovia	79	21	23	0.100	0.126	0.136		0.462		0.006	
MontereyPark	121	28	29	0.013	0.003	0.023		0.154		0.000	
Pomona	115	21	21	0.386	0.348	0.829		0.286			
Rosemead	95	32	33	0.021	0.036	0.013		0.308		0.001	
S. Pasadena	0	0	0								
San Dimas	95	11	11	0.253	0.748			0.088		0.001	
San Gabriel	14	5	5	0.005				0.110		0.000	
Sierra Madre	48	17	21	0.046	0.056	0.033		0.154		0.009	
Temple City	114	23	22	0.016	0.016	0.009		0.308		0.000	
Walnut	51	10	10	0.038	0.045	0.038		0.286		0.001	
West Covina	152	41	45	0.310	0.149	0.396		0.528		0.131	
TOTAL	2147	482	529	6.935	9.593	3.614	0.000	36.858	2	0.451	0.000

Total Sources Inspected- Total number of sources inspected for mosquitoes.

Total Sources Breeding- Total number of sources breeding for mosquitoes.

Total Sources Treated- Total number of sources treated for mosquitoes.

Total Area Treated- Total acres treated for mosquitoes only.

Juvenile Control- Pesticide used by type to control mosquito larvae and pupae.

Adult Control- Adulticide pesticide applied with ultra-low volume machine.

OTHER CONTROL

District Cities	BLACK FLIES				MIDGES		BEES			
	Larval Control		Adult Control		Larval Control		Sites Treated	Cynoff (Gallons)	Drione (Ounces)	M-Pede (Gallons)
	Teknar HP-D (Gallons)	Vectobac 12AS (Gallons)	Suspend SC (Gallons)	Area Treated (Acres)	Altosid Pellets (Pounds)	Area Treated (Acres)				
Alhambra										
Altadena							2	0.438		0.125
Arcadia										
Azusa		0.948								
Baldwin Park										
Bradbury										
Claremont										
Covina										
Duarte							1		1.000	
El Monte										
Glendora		0.166								
Industry										
Irwindale							1			0.500
L. A. County							2		2.000	
La Puente							1			1.000
La Verne										
Monrovia										
Monterey Park							1			0.250
Pomona							1			
Rosemead										
S. Pasadena										
San Dimas		0.891								
San Gabriel							1		1.000	
Sierra Madre										
Temple City							1			1.000
Walnut							1			0.500
West Covina							2		1.000	
TOTAL	0	2.005	0.000	0.000	0	0	14	0.438	5.000	3.375

RODENT CONTROL ACTIVITIES

District Cities	TYPES OF SERVICE REQUESTS				CONTROL		
	Total Service Requests	Rats	Mice	Other	Corrective Notices	Number of Bait Stations	Bait Used (lbs)
Alhambra	2	2			0	0	0.000
Altadena	0						
Arcadia	1	1			0	0	0.000
Azusa	0						
Baldwin Park	0						
Bradbury	0						
Claremont	0						
Covina	2	2			1	0	0.000
Duarte	0						
El Monte	0						
Glendora	0						
Industry	0						
Irwindale	0						
L. A. County	0						
La Puente	2	2			2	0	0.000
La Verne	0						
Monrovia	0						
Monterey Park	0						
Pomona	0						
Rosemead	0						
S. Pasadena	0						
San Dimas	0						
San Gabriel	0						
Sierra Madre	1	1			0	0	0.000
Temple City	0						
Walnut	0						
West Covina	1	1			0	0	0.000
TOTAL	9	9	0	0	3	0	0.000

Other - Technician found evidence of other animals such as opossums, ground squirrels, etc.

Corrective Notices - Resident was instructed to eliminate food and shelter and seal access to buildings.

Number of Bait Stations - Actual number of bait stations deployed after compliance with corrective notice.

Amount of Bait Used - Pounds of Maki Bait used in bait stations.

Status of Education Program

April 2008

Public Relations

April kept us hopping with both Earth Day and West Nile Virus and Mosquito Awareness Week falling in the same week. Many intuitively would not think these two topics can be interrelated in any manor of thinking. But while sitting at the multitude of fairs and events we attended for Earth Day this year, I came to the realization that we need to harness this coincidence in future years and use the opportunity to educate our residents that we, to the amazement of many, have been practicing environmentally conscious mosquito and vector control programs since our inception.

Mosquito CONTROL immediately congers thoughts of pesticides in the minds of most. But pesticides are only a small part of our integrated vector management approach. And, the products we do use are among the best and safest available. We take our commitment to both public health and our local environments very seriously and will work to teach residents how they can minimize vector and nuisance insect populations without resorting to unnecessary pesticide applications.

An Amazing Thing Happened...

We were invited to visit a Cal Poly Pomona Landscape Architecture special module class teaching students about multidisciplinary approaches to planning. Kelly served as a panelist for this class that was designed to help students think beyond traditional planning protocols. A panelist from County Fire encouraged them to design linear buffer parks that will serve as fire buffers between wildland areas and residential development. We discussed consequences of poor design of stormwater detention basins, 'daylighted' streams, and other water features as well as potentials for other vectors of public health concern. I was both heartened and disheartened to hear students mention to me that they'd never been taught about vector considerations, yet thrilled that they understood and truly took our concerns to heart and will design their class projects with these considerations in mind. These students are our future park designers, public works staff, and city planners. Teaching them now is a terrific opportunity, and I am thrilled to have had an impact on their thinking.

River Lab/Classroom Update

We are proceeding with the Step II application process for State grant funds from the San Gabriel and Lower Los Angeles Rivers & Mountains Conservancy (RMC). This is a joint application between our District and the San Gabriel Mountains Regional Conservancy (SGMRC). Evidence of a cooperating agreement between our two agencies is a necessary procedural step in this application process and is being presented to the Board of Trustees at the May meeting for their consideration. The more complex Step II application packet for consideration as a Tier II project (permitting possible funding this fiscal year) is due shortly and all supporting documentation is due June 6th. We and Terry Young with SGMRC have divided up the tasks and are working to meet this deadline. As mentioned earlier, our project isn't the best fit for the top priorities set by the RMC, but we will proceed as long as there is some funding left. You just never know... they may find we're actually a better fit than other possible Tier II projects.

We also continue to search for additional grant funds to augment the generous donation from the Irwindale Chamber of Commerce towards this project. We've become acutely aware of how time consuming grant research and the application processes are and will be seeking assistance from a professional grant writer to support us in this venture. With the popularity of our classroom programs and requests for more presentations and community fair attendance, we are unable to dedicate the needed time to this process. And we are eager - we want to see this thing built!

Presentations & Events

Carol Anne visited 14 classrooms reaching over 350 students at elementary schools in Rosemead, La Puente, El Monte and West Covina. We hosted tables or provided information at a total of 10 different events in April. We attended or provided materials for Earth Day events in the cities of Azusa, Irwindale, Whittier, Glendora, Claremont, Pasadena, and Los Angeles. While several were outside of our District boundaries, they drew residents from throughout the southland. We also worked with Los Angeles County Public Health Nurses in Monrovia for Public Health Week and attended the Cherry Blossom Festival in the City of Monterey Park.

If that weren't enough, we also hosted a group of students for a District field trip, gave three adult presentations and attended four city council meetings. To top it all off, we were invited to place a display in the main display case at the Claremont Library for the entire month. Library staff really appreciated our educational materials and reported over 20,000 people visiting the library last month alone. Portions of this display will move to the El Monte Library on the first of May for a one month stint at that location. We will continue to seek such wonderful opportunities to reach our residents through the year.

Insect Collections A HIT

Several nature centers in the San Gabriel Valley have requested that we provide pinned insect collections for their visitor centers. Multiple requests coming in at once will tax our supply of pinned insects. To fill the void, we inquired with local high schools and colleges requesting donations from student pinned insect collection projects, but we hit the jackpot while Carol Anne was attending the Career Day Event for the Department of Agriculture at Cal Poly Pomona. She had the opportunity to talk to Dr. Dan Hostetler, Department Chair, and he promised to donate insects from student collections. He's even interested in initiating a community service project for one or more Cal Poly students who will work to help these nature centers create nice displays - a great deal for everyone involved.

Upcoming Events for the Month of May

- May 1 through May 31 – El Monte Library Display
- May 3 – State Agency Expo (Arcadia)
- May 8 – Science Family Fun Night (San Gabriel)
- May 9 – Covina Safety Fair
- May 17 – San Dimas Open House
- May 19 – Arroyo High School Environmental Fair (El Monte)
- May 19 – Elementary School Presentation (Monrovia)
- May 27 – Elementary School Presentation (El Monte)

May 9, 2008

Item 5

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

SUBJECT: May 1, 2008 District Working Fund Balance

Explanation: The Treasurer's certified March 2008 ending fund balance of \$2,150,318 compares to the District's May 1, 2008 working balance of \$1,996,081 as follows:

\$2,150,318	March Certified Ending Balance
<u>-\$ 154,237</u>	<u>April Liabilities</u>
\$1,996,081	May 1 st Working Balance

Respectfully Submitted:

Steve West
District Manager

Treasurer's Report-March 2008
San Gabriel Valley Mosquito and Vector Control District

The attached Treasurer's Report is for March 2008.

The Total of All Funds Balance is \$2,150,317.77

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.

Margaret Finlay, Board Treasurer

Attachment

March 2008 Treasurer's Report
(based on Balance Sheet Detail Activity Report,
Fiscal Period 9, FY 2008 received on April 9, 2008)

Item 5

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	4.96%	\$684,078.30			LAIF Statement (Mar 2008)	\$684,078.30

Maturity Date: Perpetual
Interest rate as of Dec 31 2007

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	4.31%	\$1,227,312.07	Interest Trust warrant 551	\$2,547.20 (\$162,750.25)	Bal Sheet 9-fy 08 Bal Sheet 9-fy 08	\$1,067,109.02

Maturity Date: Perpetual
Interest rate as of Dec 31 2007

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Bank of America Revolving Fund	\$251,012.09	Debit Activity-Mar 2008 Grant-City of Industry	(\$4,452.03) \$75,000.00	B of A Statement Mar 2008	\$321,560.06

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$216,781.97	Debit Activity-Mar 2008	(\$139,211.58)	CB Statement Mar 2008	\$77,570.39

Total Beginning Balance

\$2,379,184.43

Total End Balance

\$2,150,317.77

RESOLUTION NO. 2006-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT ESTABLISHING A REIMBURSEMENT POLICY IN ACCORDANCE WITH GOVERNMENT CODE §§ 53232.2 AND 53232.3.

The Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District does resolve as follows:

SECTION 1. The Board of Trustees finds and declares as follows:

- A. Board Members are responsible for promoting and protecting public health, safety, and welfare. Among other things, these duties may require Members to:
 - 1. Discuss the District's concerns with state and federal officials;
 - 2. Participate in regional, state, and national organizations that affect the District's interests;
 - 3. Attend educational seminars designed to improve Members skills and provide information;
 - 4. Promote public service and morale;
 - 5. Attend meetings, ceremonial events and other activities sponsored by constituents, neighborhood groups, business organizations and similar groups; and
 - 6. Meet with constituents, business owners, and others with an interest in the District.
- B. It is in the public interest to reimburse Member's expenses incurred in connection with these activities consistent with the provisions of this Resolution.

SECTION 2. Declaration of Policy

This Resolution is adopted in accordance with Government Code §§ 53232.2 and 53232.3 so that the San Gabriel Valley Mosquito and Vector Control District may reimburse appropriate expenses incurred by Board Members while on authorized travel or otherwise engaged in the conduct of District business. Absent Board approval, and only in extraordinary circumstances, the District will not reimburse Board Members an amount greater than allowed by this Resolution for expenses incurred during the course of conducting District business.

SECTION 3. Definitions

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this Resolution:

- A. “District Officials” means members of the Board of Trustees;
- B. “Reimbursement” means all forms of payment for expenses incurred by District Officials in the course of their official duties whether paid directly by the District (including, without limitation, with a District-issued credit card) or advanced by District Officials with personal funds and later reimbursed from District funds.

SECTION 4. District Business – Authorized Activities

- A. Expenses incurred while engaging in the following District business activities are generally authorized expenses if all requirements of this Resolution are fulfilled:
 - 1. Communicating with representatives of regional, state, and national government on District adopted policy positions;
 - 2. Attending educational seminars designed to improve District Officials’ skill and information levels.
 - 3. Participating in regional, state, and national organizations whose activities affect the District’s interests;
 - 4. Recognizing service to the District (for example, thanking a longtime employee with a retirement gift or celebration of nominal value and cost);
 - 5. Attending District events; and
 - 6. Attending meetings with constituents, neighborhood groups, business organizations, and others with an interest in the District.
- B. Expenditures incurred in connection with activities or events not listed in Paragraph A above require prior approval by the Board. In addition, the following require Board preauthorization:
 - 1. Out-of-state travel (including international); and
 - 2. Expenses foreseeably exceeding \$1,500.00 per trip.

SECTION 5. Unauthorized Expenses

The District will not reimburse District Officials for expenses incurred outside the scope of the District Official's duties including, for example and not limitation, the following:

A. Personal Business

For example, if a District Official elects to travel to an event in advance or stay longer on personal business, the District need only reimburse the District Official for roundtrip travel costs and costs incurred during the event's duration;

B. Political or charitable contributions or events;

C. Family expenses, including partner's expenses when accompanying a District Official on District-related business, as well as children- or pet-related expenses;

D. Entertainment expenses, including theater, movies (either in-room or at the theater), sporting events (including gym, massage and/or golf related expenses), or other cultural events;

E. Non-mileage personal automobile expenses, including repairs, traffic citations, insurance or gasoline; and

F. Personal losses incurred while on District business.

G. Expenses for which District Officials receive reimbursement from another agency are not reimbursable.

Any questions regarding the propriety of a particular type of expense should be resolved by the Board of Trustees before the expense is incurred.

SECTION 6. Monthly expense reimbursement

In accordance with the provisions of California Health & Safety Code Section 2030 (b), Board Members shall receive a flat monthly expense reimbursement of One Hundred Dollars (\$100) to reimburse them for routine monthly expenses incurred in the performance of their duties. Members are eligible to receive the expense reimbursement only if they attend the monthly regular Board meeting.

SECTION 7. Transportation

A. Generally.

District Officials must use the most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements, using the

most direct and time-efficient route. Government and group rates must be used when available.

B. Airfare

Airfares that are equal or less than those available through the Enhanced Local Government Airfare Program offered through the League of California Cities (www.cacities.org/travel), the California State Association of Counties (www.csac.counties.org/default.asp?id=635) and the State of California are presumed to be the most economical and reasonable for purposes of reimbursement under this policy.

C. Automobile

1. Automobile mileage is reimbursed at Internal Revenue Service rates presently in effect (*see* www.irs.gov). For 2006, the rate is 44.5 cents per mile. These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle. This amount does not include bridge and road tolls and parking, which are also reimbursable.
2. Only travel for District business outside of Los Angeles County is authorized for reimbursement.
3. A District Official may leave from his/her home for District business. However, the District will not reimburse mileage that exceeds mileage from District Offices to the destination point.

D. Car Rental

Rental rates that are equal or less than those available through the State of California's website (www.catravelmart.com/default.htm) are considered the most economical and reasonable for purposes of reimbursement under this policy.

E. Taxis/Shuttles

Taxis or shuttles fares may be reimbursed, including a 15 percent gratuity per fare, when the cost of such fares is equal or less than the cost of car rentals, gasoline and parking combined, or when such transportation is necessary for time-efficiency.

F. Airport Parking.

Long-term parking must be used for travel exceeding 24-hours.

G. Other

Baggage handling fees of up to \$1 per bag and gratuities of up to 15 percent will be reimbursed.

SECTION 8. Lodging

- A. Lodging expenses will be reimbursed only at the single occupancy rate for rooms.
- B. Lodging expenses will be reimbursed for when travel on official District business reasonably requires an overnight stay.
- C. Conferences/Meetings
If lodging is associated with a conference, lodging expenses must not exceed the group rate published by the conference sponsor for the meeting in question if such rates are available at the time of booking.
- D. Other Lodging
Travelers must request government rates, when available. A listing of hotels offering government rates in different areas is available at www.catravelsmart.com/lodguideframes.htm. Lodging rates that are equal or less to government rates are presumed to be reasonable and hence reimbursable for purposes of this policy. In the event that government rates are not available at a given time or in a given area, lodging rates that do not exceed the IRS per diem rates for a given area are presumed reasonable and hence reimbursable.

SECTION 9. Meals and Incidental Expenses

- A. For meals associated with District business within Los Angeles County:
 - Breakfast: \$15
 - Lunch: \$25
 - Dinner: \$35
- B. For meals associated with District business outside of Los Angeles County where an overnight stay is required, a District Official may claim a per diem in accordance with the meals and incidental expenses (M&IE) rates established by IRS Publication 1542.
 - 1. Calculations for per diem starts when the District Official begins travel. For each 24-hour period thereafter, the District Official can claim the full per diem amount.
 - 2. If there is a period of time at the end of the trip that is less than 12 hours, the District Official cannot claim more than one-half (1/2) the per diem rate.
 - 3. Receipts are not required to claim per diem.
 - 4. Any reimbursement claim for expenses that exceed the per diem rate may constitute additional income for tax purposes.
- C. The District does not pay for alcohol/personal bar expenses.

SECTION 10. Telephone/Fax/Cellular.

District Officials will be reimbursed for actual telephone and fax expenses incurred on District business. Telephone bills should identify which calls were made on District business. For cellular calls when the District Official has a particular number of minutes included in the District Official's plan, the District Official can identify the percentage of calls made on public business.

SECTION 11. Cash Advance Policy

- A. From time to time, it may be necessary for a District Official to request a cash advance to cover anticipated expenses while traveling or doing business on the District's behalf. Such request for an advance should be submitted to the District Manager ten (10) days before the need for the advance with the following information:
1. The purpose of the expenditure(s);
 2. The benefits of such expenditure to the residents of the District;
 3. The anticipated amount of the expenditure(s) (for example, hotel rates, meal costs, and transportation expenses); and
 4. The dates of the expenditure(s).
- B. Any unused advance must be returned to the District's Finance Department within two business days of the District Official's return, along with an expense report and receipts documenting how the advance was used in compliance with this Resolution.
- C. In the event the District Manager is uncertain as to whether a request complies with this policy, the District Manager must seek District Board approval.

SECTION 12. Credit Card Use Policy

- A. District does not issue credit cards to individual District Officials but does have a credit card for selected District expenses. District Officials may use the District's credit card for such purposes as airline tickets and hotel reservations by following the same procedures for cash advances.
- B. District credit cards may not be used for personal expenses, even if the District Official subsequently reimburses the District.

SECTION 13. Expense Report Content And Submission Deadline

- A. All cash advance expenditures, credit card expenses and expense reimbursement requests must be submitted on an expense report form provided by the District.
- B. Expense reports must document that the expense in question met the requirements of this policy. For example, if a meeting is with a legislator, the District Official should explain whose meals were purchased, what issues were discussed and how those relate to the District's adopted legislative positions and priorities.
- C. District Officials must submit their expense report within thirty (30) days after an expense is incurred, accompanied by receipts documenting each expense. Restaurant receipts, in addition to any credit card receipts, are also part of the necessary documentation.
- D. Inability to provide such documentation in a timely fashion may result in the expense being borne by the District Official.
- E. All expenses are subject to verification that they comply with this policy.

SECTION 14. Reports to District Board

At the District Board meeting following an activity, each District Official must briefly report on meetings attended at District expense. If multiple District Officials attended, a joint report may be made.

SECTION 15. Compliance with Laws

Some expenditures may be subject to reporting under the Political Reform Act and other laws. All agency expenditures are public records subject to disclosure under the California Public Records Act.

SECTION 16. Violation of This Policy

Use of public resources or falsifying expense reports in violation of this Resolution may result in any or all of the following:

- A. Loss of reimbursement privileges;
- B. A demand for restitution to the District;
- C. The District's reporting the expenses as income to the District Official to state and federal tax authorities;
- D. Civil penalties of up to \$1,000 per day and three times the value of the resources used;

and

E. Prosecution for misuse of public resources.

SECTION 17.

If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the District Board intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 18.

The District Clerk is directed to certify the passage and adoption of this Resolution; cause it to be entered into the District book of original Resolutions; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Resolution, cause it to be published or posted in accordance with California law.

SECTION 19. This Resolution will become effective immediately upon its adoption.

APPROVED AND ADOPTED this 13th day of January, 2006, by the following vote:

AYES: Stephen Sham, Roger Chandler, Jacquelin McHenry, Henry Morgan, Margaret Finlay, Ernest Gutierrez, George Vangel, Jeff Parriott, Robert Neher, Dan Kirby, David Barron, Elliott Rothman, Jeffrey Templeman, Chi Mui, Dan Arrighi, Tom Sykes, Mike Miller

NOES: Richard Barakat, Janice Nelson

ABSENT: Joe Rocha, Louie Lujan, Joseph Tapia

Frank Hall, President of the Board

ATTEST:

Henry M. Morgan, Secretary of the Board of Trustees

APPROVED AS TO CONTENT:

District Manager



Manager's Report

Date of Preparation: May 09, 2008

Report No. RESOLUTION 2008-04

Item 7

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

Subject: Partnership Agreement between San Gabriel Valley Mosquito &
Vector Control District and the San Gabriel Mountains Regional
Conservancy

Reference (s): None.

Summary

Issue(s)

Should the District enter into partnership with the San Gabriel Mountains Regional Conservancy (SGMRC) on projects of joint benefit?

Manager's Recommendation(s)

Adopt Resolution 2008-04 in support of a Partnership Agreement between San Gabriel Valley Mosquito & Vector Control District and the San Gabriel Mountains Regional Conservancy.

Alternative(s)

Decline to approve the Partnership Agreement.

Fiscal Impact

No direct costs. If approved, this agreement will allow this District to receive grant funds for projects of joint benefit through the SGMRC, a 501(c)3 entity.

Discussion

The San Gabriel Valley Mosquito & Vector Control District and the San Gabriel Mountains Regional Conservancy (SGMRC) have applied jointly for State bond funds (Proposition 40, 50,

and 84) from the Lower Los Angeles and San Gabriel Rivers and Mountains Conservancy (RMC) for a joint project related to watershed education, water quality testing, and trash reduction projects in the San Gabriel River Watershed. The District will use a portion of the funds to augment construction funds already received from the City of Irwindale Chamber of Commerce for an on-site meeting space/river lab to provide hands-on outreach and education for children and adults as well as laboratory space to support related research.

The joint application has received Tier II* approval, and we are currently completing applications for Tier I consideration. A partnership agreement is a requirement for Tier I acceptance.

*All initial applications submitted November, 2007 were ranked according to RMC priorities and project readiness. Projects scoring the highest were ranked Tier I and invited to proceed for funding this fiscal year. All others meeting the basic requirements were listed as Tier II placing them in line for possible funding next fiscal year.

Respectfully Submitted,

**Steve West
District Manager**

May 9, 2008

Item 7

RESOLUTION NO. 2008-04

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT ESTABLISHING A PARTNERSHIP WITH THE SAN GABRIEL MOUNTAINS REGIONAL CONSERVANCY

The San Gabriel Valley Mosquito & Vector Control District does hereby resolve as follows:

Whereas the San Gabriel Valley Mosquito & Vector Control District and the San Gabriel Mountains Regional Conservancy share a common goal of protecting our natural resources and instilling a sense of understanding and stewardship of the vast biodiversity contained within the San Gabriel River Watershed.

Whereas the goal of this partnership is to increase the exposure of adult and school aged citizens of the region to the elements and concepts of environmental stewardship and the importance of preserving biodiversity and a healthy watershed. In doing so, not only will the local environment benefit, but so too will the human residents enjoy an increased understanding of natural systems and appreciate how a healthier ecosystem can have direct health benefits by improving water quality and quantity; increasing native biodiversity; reducing pest and non-native invasive species impacts; and reducing vector breeding potential and vector interactions by improving polluted water sources and reducing negative human-wildlife interactions.

Whereas this partnership will not only benefit the San Gabriel Valley Mosquito & Vector Control District and the San Gabriel Mountains Regional Conservancy, but will benefit the citizens of the San Gabriel Valley and the environment.

Therefore, be it resolved that the San Gabriel Valley Mosquito & Vector Control District and the San Gabriel Mountains Region Conservancy agree to enter into a partnership agreement on mutually beneficial projects and which allows the San Gabriel Valley Mosquito & Vector Control District to accept funding from the San Gabriel Mountains Regional Conservancy on projects and service activities which support our common goals.

Steve West, General Manager
San Gabriel Valley Mosquito
& Vector Control District

Ann Croissant, Ph.D., President
San Gabriel Mountains
Regional Conservancy

Date _____

Date _____

Approved and adopted this 9th day of May 2008, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Roger Chandler, President

Attest:

Stephen Sham, Vice President

**San Gabriel Valley Mosquito & Vector Control District
1145 N. Azusa Canyon Road
West Covina, California 91790
Friday, May 9, 2008**

Board of Trustees

**Closed Joint Session of the Personnel and Finance Committees
under Government Code §54957.6
Meeting No Earlier than 7:30 a.m. in the Board Room**

AGENDA

- 1. Call to Order**
- 2. Opportunity for Public Comment on non-Agenda Items**
The public is requested to provide a name/address and limit comment(s) to 5 minutes.
- 3. Convene in Closed Session under Government Code §54957.6.**
Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions with the local agency's designated representatives regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and , for represented employees, any other matter within the statutorily provided scope of representation.
- 4. Adjournment**

**Personnel Committee and Finance Committee will
Meet in Closed Session Immediately
Following the Board of Trustees Meeting**

Personnel Committee

**Jeffrey Templeman, Chairperson
Roger Hernandez
Margaret Finlay**

**Ernie Gutierrez
Janice Nelson
Tom Sykes**

Finance Committee

**Margaret Finlay, Chairperson
Frank Hall
Joe Rocha**

**Albert Huang
Henry Morgan
Stephen Sham**

CERTIFICATE OF POSTING

I, Esther Elliott, Administrative Secretary of San Gabriel Valley MVCD, certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted not less than 72 hours prior to said meeting. Dated this 2nd day of May, 2008.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the San Gabriel Valley MVCD to all or a majority of the Board of Trustees less than 72 hours prior to that meeting are available for public inspection at the Administration Building Front Lobby located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during normal business hours. For further information regarding agenda items, please contact the office of the San Gabriel Valley MVCD at 626-814-9466 or via email at district@sgvmosquito.org

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact this District at 626-814-9466. Notification 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 34.102.104 ADA TITLE II)

Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD