

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

Board of Trustees Meeting

April 8, 2011

7:00 AM

Agenda

- 1. Call to Order**
Note: The public is requested to address 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. The Board of Trustees will meet in Closed Session under Government Code Section 54957, Public Employee Evaluation. Title: Assistant Manager (Chairperson of Personnel Committee) (Action Requested)**
 - A. Chairperson Announces Action.**
- 5. 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 March, 2011 ***
 - B. Budget Status Report for March, 2011 ***
 - C. Minutes of Board of Trustees Meeting March, 2011 ***
 - D. Surveillance and Vector Report***
 - E. Abatement Report***
 - F. Education Program***
- 6. April 2011 Monthly Treasurer Report / District Working Balance Report for February, 2011***
(Action Required – Approve / Disapprove)
- 7. Consider Nomination of a Board Member for the Office of Seat C on the California Special District Association Board of Directors ***
(District Manager) (Action Requested)
- 8. Consider a change of the revised November Board meeting now scheduled on November 4, 2011 to November 18, 2011.**
(District Manager) (Action Requested)
- 9. Baldwin Park Issues**
(District Manager) (Verbal Report)

*Indicates a written report.

10. **District Administration**
(District Manager) (No Action Required)
 - A. **AMCA Annual Meeting**
11. **Disease Surveillance**
(Assistant Manager) (Verbal Report) (No Action Required)
12. **Trustee Reports**
(Verbal Report) (No Action Required)
13. **New Business**
14. **Adjournment**

The Public Information Committee will meet immediately after the Board Adjourns

Robert Neher, Chairman
Dan Holloway
Joseph Leon


Jeff Parriott
Andre Quintero
Joe Rocha

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 1st day of April, 2011

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 & Vector Control District
1145 N. Azusa Canyon Road
West Covina, California 91790**

**Board of Trustees
Public Information Committee**

**Starting not earlier than 7:15 AM
Friday April 8, 2011**

Agenda

1. Call to Order

Note: The public may address an **Agenda Item** when the Committee considers it.

2. Approval of Minutes*

3. Update on Current Activities

- A. Past Quarter(s) Activities/Events***
- B. Mosquito Brochure Review**
- C. Website Update**
- D. Upcoming Events**

4. Adjournment

Public Information Committee

Robert Neher, Chairperson
Joseph Leon
Andre Quintero

Dan Holloway
Jeff Parriott
Joe Rocha

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* Indicates a written report.

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Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD

**San Gabriel Valley
Mosquito and Vector Control District List of Claims March 2011**

Payroll March 3, 2011

Account	Description	Amount
6210	Salaries, Exempt	\$19,651.06
6212	Salaries, Non-Exempt	\$23,419.04
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$2,420.96
6219	Salaries, Holiday	\$3,101.92
6220	Salaries, Sick Pay	\$860.08
6070	Employee Cash-out	\$2,242.73
	Bilingual compensation	
6230	Part-time Salaries	\$1,002.24
6140	Employer Medicare	\$747.23
6240	Employer Social Security	\$42.09
	Paychex	\$375.67
		\$53,863.02

Total Payroll March 3, 2011

Accounts Payable March 3, 2011

Check#	Account	Payee	Description	Amount
410187	6232	Angela Brisco	Per diem-AMCA ann mtg	\$160.00
410188	6170	Arrowhead	Drinking water	\$122.59
410189	6343	Azusa Light and Water	Water bill	\$138.25
410190	6020	Bank of America	Acct analysis	\$30.48
410191	6070	CALPERS	Medical insurance premium	\$7,069.19
410191	6073		Retiree benefits	\$282.30
410192	6232	Carol Anne Hagele	Per diem-AMCA ann mtg	\$80.00
410193	6036	CDW	Computer hardware	\$251.16
410194	6232	Charles Myers	Per diem-AMCA ann mtg	\$284.00
410195	6262	Chevron	Gasoline	\$1,462.33
410196	6075	West Covina	Assessment	\$189.75
410197	6070	Flex Acct Admin	Flex spending	\$239.33
410198		Franchise Tax Board	Employee Liability	
410199	6232	Henry Morgan	Per diem-AMCA ann mtg	\$284.00
410200	6150	ICMA	Membership	\$200.00
410201	6130	Jenkins and Hogin	Legal	\$490.00
410202	6046	Jesse Shelby	Computer network maintenance and install	\$2,300.00
410203	6040	KG Electric	Lighting renovation	\$4,575.50
410204	6232	Kelly Middleton	Per diem-AMCA ann mtg	\$160.00
410205	6232	Kenn Fujioka	Per diem-AMCA ann mtg	\$80.00
410206	6232	Marita Tanaka	Per diem-AMCA ann mtg	\$160.00
410207	6232	Melvin Cook	Per diem-AMCA ann mtg	\$160.00
410208		Nationwide Retirement	Employee liability	
410209	6200	PERS	Employer contribution	\$5,269.39
410209	6050		Employee benefit	\$3,311.79
410210	6332	Prudential Overall Supply	Uniforms	\$231.13
410210	6040		Mats, towels, and lockers	\$217.14
410211	6290	Richards Framing Gallery	Board room art	\$1,993.27
410212	6232	Robert Neher	Per diem-AMCA ann mtg	\$284.00
410213	6232	Rose Alba	Per diem-AMCA ann mtg	\$160.00
410214		Sheriff's Dpt	Employee liability	

**San Gabriel Valley
Mosquito and Vector Control District List of Claims March 2011**

410215	6312	Sprint	Field phones	\$1,161.44
410215	6315		Wireless broadband	\$79.98
410216	6051	Steve West	Car allowance	\$500.00
410217	6232	Tera Sorvillo	Per diem-AMCA ann mtg	\$160.00
410218	6250	Thermal Combustion Innovators	Biohazard disposal	\$88.76
410219	6300	US Bank -Alba	Real World Training-training materials	\$642.80
410219	6270		McDonalds-purchase error	\$14.11
410219	6250	US Bank -Brisco	CVC-lab supplies	\$89.99
410219	6250		NASCO-lab supplies	\$487.80
410219	6030		Albertsons-board room supplies	\$24.50
410219	6250		Stater Bros-lab supplies	\$1.99
410219	6170		Stater Bros-vending machine supplies	\$20.00
410219	6030		Dollar Tree-Board room supplies	\$4.39
410219	6030		Smart n Final-Board room supplies	\$50.60
410219	6280		Smart n Final-Operation supplies	\$1.96
410219	6232	US Bank-Cook	Holiday Inn-MVCAC Ann mtg-lodging	\$242.12
410219	6232		Renaissance Hotel MVCAC Ann mtg-lodging	\$502.50
410219	6232		Renaissance Hotel MVCAC Ann mtg-lodging	\$600.36
410219	6270	US Bank-Elliott	Smart n Final-MVCAC S region mtg refresh	\$9.40
410219	6270		Amazon.com-office supplies	\$51.08
410219	6270	US Bank-Fujioka	Office Depot-office supplies	\$32.91
410219	6300		Nature-subscription	\$140.00
410219	6290	US Bank-Hagele	Vons-exhibit supplies	\$19.30
410219	6290		Stater Brothers-exhibit supplies	\$7.26
410219	6290		Pet Palace-exhibit supplies	\$20.86
410219	6290		Albertsons-exhibit supplies	\$45.20
410219	6290		Petsmart-exhibit supplies	\$176.62
410219	6290		Amazon Reptile-exhibit equipment	\$234.30
410219	6232	US Bank-Middleton	Renaissance Hotel MVCAC Ann mtg-lodging	\$584.22
410219	6290		Paypal-ed supplies	\$50.00
410219	6260	US Bank-Niffenegger	Hi-Line-auto supplies	\$161.90
410219	6040		Barr Lumber-bldg maint supplies	\$0.65
410219	6260		Barr Lumber-mechanic supplies	\$9.96
410219	6040		Grainger-bldg maint equip	\$589.88
410219	6044		Home Depot-bldg maint supplies	\$72.99
410219	6040		Home Depot-lab supplies	\$31.68
410219	6250		Harbor Freight-mechanical equip	\$15.34
410219	6260		Harbor Freight-lab equip	\$65.60
410219	6040		Lowes-bldg maint supplies	\$32.66
410219	6040		Barneys Locksmith-keys	\$140.32
410219	6280		Target-operation supplies	\$15.74
410219	6260		Dealers Supply-mechanical equipment	\$4,705.23
410219	6260		Greens Auto Tech-mechanical supplies	\$121.61
410219	6260		Alex Ramo-truck repairs	\$57.03
410219	6170	US Bank-Sorvillo	Albertsons-vending machine supplies	\$1,695.24
410219	6030		Albertsons-Board room supplies	\$10.50
410219	6232	US Bank-West	Togos-MVCAC S region refreshments	\$11.37
410219	6232		Renaissance Hotel MVCAC Ann mtg-lodging	\$224.80
410219	6232			\$446.08

Mosquito and Vector Control District List of Claims March 2011

Employer Medicare \$34.07
 Employer Social Security \$101.67
Total March 17, 2011 \$2,185.24

Accounts Payable Check#	March 17, 2011	Payee	Description	Amount
410224	April 2, 1917	Airgas	Safety supplies	\$195.49
410225	6070	Allied Administrators	Dental insurance premiums	\$1,539.23
410226	6040	Athens Services	Trash pick up	\$161.46
410227	6044	Best Way Maintenance	Landscaping fees	\$450.00
410228	6232	Charles Myers	MVCAC ann mtg reimbursement	\$107.10
410229	6315	COVAD	Internet useage charge	\$354.24
410230	6340	Edison	Electricity	\$1,413.72
410231	-----	Franchise Tax Board	Employee Liability	-----
410232	6232	Henry Morgan	MVCAC ann mtg reimbursement	\$105.06
410233	6080	Inwindate Industrial Clinic	Post offer physical	\$125.00
410234	6040	J&J Janitorial Service	Janitorial service	\$1,110.00
410235	6332	Lands End	Uniforms	\$231.60
410236	6185	Mail Finance	Postage meter lease	76.75
410237	6302	Marta Tanaka	Safety supplies	76.69
410238	6030	Mary Su	Check reissue	91.25
410239	6070	Medical Eye Service	Vision premiums	\$223.39
410240	-----	Nationwide Retirement	Employee liability	-----
410241	6073	Office Equipment	Copier lease	\$342.47
410242	6280	Pep Boys	Operations equipment	\$65.84
	6200	PERS	Employer contribution	\$5,545.93
	6050	Pioneer Business Farms	Employee benefit	\$3,417.90
410244	6290	Praxair	Educational material	\$675.34
410245	6250	Ricoh Americas Corp	Dry ice	\$63.92
410246	6073	Roger Chandler	Copier maintenance	\$877.96
410247	6232	Rose Alba	MVCAC ann mtg-Reimbursement for travel	\$367.73
410248	6232	Safety Kleen	AMCA ann mtg-per diem	\$40.00
410249	6260	San Dimas Grain	Waste oil removal	\$100.00
410250	6250	Shaffer Awards	lay mash	\$392.25
410251	6010	Sheriff's Dpt	Recognition awards	\$204.03
410252	-----	Spark Creative Design	Employee liability	-----
410253	6290	Sprint	Educational supplies	\$47.00
410254	6312	The Gas Co	Field phones	\$1,171.24
410254	6315	Verizon Business	Wireless broadband	\$79.98
410255	6341	Western Weather Group	Gas bill	\$375.45
410256	6320	Western Weather Group	Office phones	\$413.41
410257	6250	Western Weather Group	Weather station	\$55.00
		Total Accounts Payable March 17, 2011		\$20,496.43

**San Gabriel Valley
Mosquito and Vector Control District List of Claims March 2011**

Payroll March 31, 2011

Account	Description	Amount
6210	Salaries, Exempt	\$19,651.06
6212	Salaries, Non-Exempt	\$28,761.22
6216	Salaries, Overtime	
6218	Salaries, Vacation	\$3,931.82
6219	Salaries, Holiday	
6220	Salaries, Sick Pay	\$978.96
6070	Employee Cash-out	\$2,242.73
	Bilingual compensation	
6230	Part-time Salaries	\$1,113.60
6140	Employer Medicare	\$804.51
6240	Employer Social Security	\$156.87
	Paychex	
	Processing fee	
	Total Payroll March 17, 2011	\$57,640.77

Accounts Payable March 31, 2011

Check#	Payee	Description	Amount
410258	American Fidelity	Insurance premiums	\$2,123.39
6070	Arrowhead	Drinking water	\$8.32
6170	Azusa Light and Water	Water bill	\$148.32
6343	Bank of America	Acct analysis	\$31.53
6020	Best Office	Office supplies	\$280.04
6270	Bioquip	Operations supplies and equipment	\$492.24
6280	CALPERS	Medical insurance premium	\$7,069.19
6070	Capitol Inquiry	Retiree benefits	\$282.30
6073	City of Pasadena	Publications for Legislative Days	\$70.86
6300		Helicopter fees	\$2,000.00
6250			\$6,000.00
6283			\$7,249.69
6290			
6270	Complete Office Solutions	Office Supplies	\$739.70
6070	Flex Acct Admin	Flex spending	\$239.33
6042	IMS Ice Systems Refrigeration	Ice machine repair	\$192.19
6046	Jesse Shelby	Computer network maintenance and install	\$2,900.00
6280	Marta Tanaka	Reimbursement-operations supplies	\$56.52
6040	McNeill Securities	Qtrly security system fees	\$435.00
6035	Nexus IS	Network repair	\$2,773.30
6044	Rescue Rooter	Wash bay clean out	\$375.00
6260	Safety Kleen	Waste oil disposal	\$61.50
6185	US Bank -Alba	Pro Process Servers-document service	\$150.00
6185		Priority Mailing Sys-postage supplies	\$167.01
6280		Franklin Covey-operations supplies	\$61.42
6270		Smart n Final-office supplies	\$78.54
6232		Cocos-post meeting meal	\$20.38
6270		Office Depot-office supplies	\$868.62
6232		Disney Hotel-AMCA ann mtg parking	\$12.00
6250	US Bank -Brisco	Pomona Feed-lab supplies	\$7.90

**San Gabriel Valley
Mosquito and Vector Control District List of Claims March 2011**

6232	US Bank-Cook	AMCA-ann mtg registration Cook	\$320.00
6280		ADAPCO-operation supplies	\$4,308.21
6185		USPS-postage	\$10.30
6232		AMCA-ann mtg registration Tanaka	\$370.00
6302		Red Wing-safety shoes Tanaka	\$125.00
6302		Red Wing-safety shoes Ware	\$148.82
6302		Red Wing-safety shoes Melgoza	\$125.00
6302		Red Wing-safety shoes Halili	\$125.00
6302		Red Wing-safety shoes Mitchell	\$125.00
6280		Airgas-safety supplies	\$89.65
6270	US Bank-Elliott	Staples-office supplies	\$31.90
6270		Michaels-office supplies	\$25.58
6030		Vons-Board room supplies	\$18.98
6185		USPS-postage	\$23.20
6320	US Bank-Fujjoka	Solomon & Solomon-phone bill	\$400.66
6232		AMCA-ann mtg registration Morgan	\$370.00
6290	US Bank-Hagele	Vons-exhibit supplies	\$23.69
6232		AMCA-ann mtg regis Hagele	\$320.00
6290		Albertsons-exhibit supplies	\$64.70
6232		Albertsons-meeting refreshments	\$12.99
6290		Pet Palace-exhibit supplies	\$36.51
6290		Bioquip-educational supplies	\$288.61
6290		Sport Chalet-exhibit equipment	\$14.25
6290		Home Deopt-exhibit supplies	\$6.56
6290		Petsmart-exhibit supplies	\$48.24
6290		Armstrong-exhibit supplies	\$21.93
6290		The Exhibit Company-exhibit setup	\$43.50
6232	US Bank-Middleton	Credit-AMCA ann mtg regis Neher	-\$270.00
6280	US Bank-Niffenegger	Enterprise Rent a Car-car rental VCJPA ann mtg	\$160.22
6260		Target-operation supplies	-\$363.28
6250		Barneys Locksmith-truck keys	\$16.45
6260		Home Depot-lab supplies	\$196.09
6260		Home Depot-mechanic supplies	\$30.19
6250		Interstate Battery-truck batteries	\$90.31
6250		Interstate Battery-trap batteries	\$171.08
6250		Barr Lumber-coop repair	\$50.28
6260		IATN.com-discussion group subscription	\$45.00
6232	US Bank-Sorvillo	AMCA-ann mtg regis Sorvillo	\$320.00
6300	US Bank-West	ICMA-subscription	\$200.00
6232	Henry Morgan	Per diem-MVCAC legislative day	\$122.00
6232	Kelly Middleton	Per diem-MVCAC legislative day	\$40.00
6250	Praxair	Dry Ice	\$96.41
-----	Sheriff's Dpt	Employee liability	
6232	Steve West	Per diem-MVCAC legislative day	\$80.00
6250	Thermal Combustion Innovators	Biohazard disposal	\$178.32
6042	United Air Conditioning	Air conditioning repair	\$1,608.71
		Total Accounts Payable March 31, 2011	\$45,164.35

**San Gabriel Valley
Mosquito and Vector Control District List of Claims March 2011**

Peity Cash Check	March 2011 Account	Payee	Description	Amount
2305	6232	Kelly Middleleion	Per diem-VCJPA ann mtg	\$160.00
2306	6232	Kenn Fujjoka	Per diem-VCJPA ann mtg	\$160.00
2307	6232	Steve West	Per diem-VCJPA ann mtg	\$160.00
2309	6075	SWRCB	NPDES permit	\$136.00
		Total Petty Cash		\$616.00
		Total Payroll		\$171,407.10
		Total Accounts Payable		\$112,651.13
		TOTAL LIABILITIES		\$284,674.23

Comparative YTD Actual to Full Year Budget
Current Period 75% of Year Completed
March 31, 2011

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
PERSONNEL EXPENSES					
Salaries, Exempt	61,478.73	395,546.75	510,927.00	115,380.25	77.42
Salaries - Non Exempt	89,169.38	510,713.25	829,585.00	318,871.75	61.56
Salaries - Overtime	0.00	3,729.21	1,500.00	(2,229.21)	248.61
Salaries - Vacation	7,338.30	39,921.80	60,000.00	20,078.20	66.54
Salaries-Holiday	3,101.92	35,047.68	41,000.00	5,952.32	85.48
Salaries, Sick Pay	1,839.04	16,006.95	46,000.00	29,993.05	34.80
Salaries, Part-time - XH	3,229.44	103,566.33	160,000.00	56,433.67	64.73
Retirement, Employee	10,041.48	65,912.19	92,300.00	26,387.81	71.41
Management Car Allowance	500.00	4,500.00	6,000.00	1,500.00	75.00
Cafeteria Benefit	18,263.72	124,290.68	182,400.00	58,109.32	68.14
Hlth Benefits, Ret Emps	564.60	4,227.61	8,965.00	4,737.39	47.16
Medicare	2,388.86	16,551.35	22,600.00	6,048.65	73.24
Retirement - Employer	16,084.71	105,639.71	151,037.00	45,397.29	69.94
Social Security	441.91	5,703.36	6,752.00	1,048.64	84.47
					Seasonal help
TOTAL PERSONNEL EXPENSES	214,442.09	1,431,356.87	2,119,066.00	687,709.13	67.55
OPERATING EXPENSES					
Fixed Assests-Furniture	0.00	0.00	10,000.00	10,000.00	0.00
Awards	204.03	1,183.46	1,000.00	(183.46)	118.35
Bank Charges	62.01	340.95	9,600.00	9,259.05	3.55
Board expenses	2,350.59	20,038.82	29,200.00	9,161.18	68.63
Computer Hardware	2,773.30	23,741.63	20,000.00	(3,741.63)	118.71
Computer Software	251.16	9,901.13	3,000.00	(6,901.13)	330.04
Building maintenance	7,241.81	25,857.72	39,490.00	13,632.28	65.48
Maintenance, equipment	1,800.90	7,355.41	8,900.00	1,544.59	82.65
Maintenance, grounds	898.73	5,366.48	8,000.00	2,633.52	67.08
Computers ,Maintenance	5,200.00	38,588.94	23,000.00	(15,588.94)	167.78
Fees & Assessments	189.75	1,949.31	16,100.00	14,150.69	12.11
Hiring expenses	125.00	860.00	3,000.00	2,140.00	28.67
VCJPA General Fund	0.00	7,192.00	6,455.00	(737.00)	111.42
Insurance, liability	0.00	43,954.00	45,287.00	1,333.00	97.06
Workers Comp Insurance	0.00	55,388.00	55,388.00	0.00	100.00
Other Insurance	0.00	466.52	2,000.00	1,533.48	23.33
					Special projects
					Only two holidays remain in FY

Comparative YTD Actual to Full Year Budget
Current Period 75% of Year Completed
March 31, 2011

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
Insurance, unemployment	0.00	43,273.00	25,000.00	(18,273.00)	173.09
Legal	490.00	36,738.32	10,000.00	(26,738.32)	367.38
Memberships	400.00	15,255.00	15,000.00	(255.00)	101.70
Miscellaneous expenses	28.32	1,616.17	2,500.00	883.83	64.65
Postage	426.64	2,318.44	3,500.00	1,181.56	66.24
Prof. Services, Auditor	543.75	13,168.80	15,000.00	1,831.20	87.79
Professional Services	0.00	0.00	5,000.00	5,000.00	0.00
Research	0.00	1,029.33	8,000.00	6,970.67	12.87
Seminars and meetings	9,299.30	28,134.78	30,000.00	1,865.22	93.78
Tuition Reimbursement	0.00	0.00	5,000.00	5,000.00	0.00
Supplies, laboratory	3,642.59	13,914.89	18,000.00	4,085.11	77.30
Supplies, mechanical	2,447.45	18,995.16	33,000.00	14,004.84	57.56
Supplies, gasoline	1,462.33	19,684.17	50,000.00	30,315.83	39.37
Supplies, office	3,715.33	21,991.53	20,000.00	(1,991.53)	109.96
Supplies, operations	5,226.90	14,346.33	16,000.00	1,653.67	89.66
Supplies, pesticides	10,288.16	10,288.16	12,000.00	1,711.84	85.73
Supplies, public informat	10,898.88	26,966.37	35,000.00	8,033.63	77.05
Supplies, reference	853.66	2,869.91	2,000.00	(869.91)	143.50
Supplies, safety	881.02	4,427.88	10,000.00	5,572.12	44.28
Tax Collection	0.00	16,516.69	100,000.00	83,483.31	16.52
Communications, field	2,332.68	12,639.29	18,000.00	5,360.71	70.22
Telephone, Internet	514.20	4,293.49	6,000.00	1,706.51	71.56
Telephone, Office	820.52	3,219.48	5,500.00	2,280.52	58.54
Training, CEU's	0.00	550.00	4,000.00	3,450.00	13.75
Uniforms and clothing	482.55	6,073.19	9,200.00	3,126.81	66.01
Utilities, Electric	1,413.72	19,513.69	28,800.00	9,286.31	67.76
Utilities, Natural Gas	375.45	2,157.82	3,200.00	1,042.18	67.43
Utilities, Water	286.57	1,603.64	2,800.00	1,196.36	57.27
TOTAL OPERATING EXPENSES	77,927.30	583,769.90	772,920.00	189,150.10	75.53
TOTAL EXPENSES	292,369.39	2,015,126.77	2,891,986.00	876,859.23	69.68

Seasonal employees

District business

MVCAC/AMCA dues

One time expense

Extra trustees attending

Copier lease

Alldata software renewal

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 75% of Year Completed
March 31, 2011

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
RESERVES					
Reserve, Unallocated Gene	0.00	0.00	100,000.00	100,000.00	0.00
Reserve, Public Health Em	0.00	0.00	1,094,132.92	1,094,132.92	0.00
Reserve, Capital & Asset	0.00	0.00	471,320.00	471,320.00	0.00
TOTAL RESERVES	0.00	0.00	1,665,452.92	1,665,452.92	0.00

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

**Board of Trustees Meeting
March 11, 2011**

Minutes

Trustees Attending

- 1 Roger Chandler (Arcadia)
- 2 Joseph Rocha (Azusa)
- 3 Rick Barakat (Bradbury)
- 4 Linda Elderkin (Claremont)
- 5 Henry Morgan (Covina)
- 6 Margaret Finlay (Duarte)
- 7 Charles Myers (Glendora)
- 8 Jeff Parriott (Industry)
- 9 Manuel Garcia (Irwindale)
- 10 Dan Holloway (La Puente)
- 11 Robert Neher (La Verne)
- 12 Frank Hall (Co. of Los Angeles)
- 13 Dan Kirby (Monrovia)
- 14 Joseph Leon (Monterey Park)
- 15 Elliott Rothman (Pomona)
- 16 Robert Bruesch (Rosemead)
- 17 Janice Nelson (Sierra Madre)
- 18 Kevin B. Sawkins (San Gabriel)
- 19 Cynthia Sternquist (Temple City)
- 20 Shelly Sanderson (West Covina)

Trustees Absent

- 1 Stephen Sham (Alhambra)
- 2 Andre Quintero (El Monte)
- 3 Jeffrey Templeman (San Dimas)
- 4 Mary Su (Walnut)

Staff Attending

- Steve West
- Kelly Middleton
- Esther Elliott
- Kenn Fujioka
- Carol Anne Hagele
- Mel Cook
- Ramona Deacon
- Marta Tanaka
- DeAndre Ware

Staff Absent

- Rose Alba

1. Call to Order

The meeting was called to order by Vice President Parriott at 7:02 a.m.

2. Pledge of Allegiance and Silent Roll Call

The Pledge of Allegiance was led by Vice President Parriott

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

A motion by Trustee Parriott to approve the Consent Calendar was seconded and unanimously approved.

- A. List of Claims for February, 2011
- B. Budget Status Report for February, 2011
- C. Minutes of Board of Trustees February Meeting, 2011
- D. Surveillance and Vector Report

- E. Abatement Report
- F. Education Program

5. March 2011 Monthly Treasurer Report / District Working Balance Report for January 2011

A motion by Trustee Elderkin to approve the March 2011 Monthly Treasurer Report / District Working Balance Report for January 2011 was seconded and unanimously approved.

6. Re-consider Roof Repair Proposal by Bilt-Well Roofing

District Manager Steve West reported an error in the amount of the bid for roof repair approved by the Board. Prevailing wages were overlooked in the proposal submitted by Bilt-Well Roofing and with the addition of those costs the total expense was comparable to other bidders. In light of these circumstances, the District Manager proposed the District re-advertise the project using a formal bid process. He will initiate that procedure and return the results to the Board.

A motion by Trustee Chandler to re-advertise the roofing repair project with prevailing wages included in the specifications was seconded and unanimously approved.

7. Report of Finance Committee regarding Investment Decisions

In the absence of Office Manager Rose Alba, District Manager Steve West recapped the meeting of the Finance Committee meeting on February 11, 2011. The Committee's meeting was called after Board Treasurer Finlay earlier expressed her concern of the substantial monies on deposit in the Citizens Business Bank Revolving fund account based on the fact the account earns no interest.

Duane Keene and Bruce Branstine, both of Citizen's Business Bank, met with the Committee to discuss options available to the District to diversify its funds. They pointed out that the District does not have the 1.2 million dollars required to participate in the Wealth Management arena, although the District could amass the amount by withdrawing all other funding reservoirs. It was concluded the District should leave its funds in the LAIF account as well as in the interest bearing Los Angeles County pooled account. It was determined that if the District were to invest in Citizens Bank and after administrative fees were paid, we would essentially be earning almost the same interest we receive through LAIF or the Los Angeles County accounts.

Rose had further explained to the Committee that she and Assistant Manager Kenn Fujioka would not process monthly Trust Warrants for claims incurred thus automatically reducing the displayed balance in the monthly revolving account.

It was noted that Resolution 94-02, Article XIII, Investments, Section 2, E, Certificates of Deposit at any Investment Policy Revision should be revised to reflect the current FDIC insurance amount of \$250,000 or the current FDIC rates.

It was also recommended that Resolution 94-02, Article XIII, Investments, Section 2, Investment Authority and Guidelines, H, be revised to state the Committee shall meet ~~quarterly~~ semi-annually or as needed to review all types of investments,

8. District Administration

District Manager Steve highlighted the drawings on the Board Room wall and reported they were drawn and donated to the District by an artist, our own Education Specialist Carol Anne Hagele. The former pictures of mosquitoes have been reframed in the same "*used barn wood*" and hung in the main building corridor.

9. Disease Surveillance

Assistant Manager Kenn Fujioka will file the NPDES permit next week with final approval by the State Water Board due on March 1. A West Nile virus (WNV) positive crow was reported in Elk Grove, California indicating the West Nile virus season has begun. Temperatures have currently been high so mosquitoes will be more active. Kenn stated that mosquitoes that carry WNV are less active when it is cold but circulate at very low levels all year.

10. Trustee Reports

None.

11. New Business

Trustee Finlay congratulated Trustee Sternquist who was recently reelected to the City Council. Trustee Elderkin announced this is her last meeting and stated how much she has enjoyed working with the Board. She particularly congratulated District staff throughout this organization.

Operations Manager Mel Cook introduced new employee Marta Tanaka, former Operations Manager for the Northwest MVCD. Marta has fifteen years' experience in vector control and will lend her invaluable expertise to the District's Sentinel GIS program

12. The Personnel Committee will meet in Closed Session immediately after the Board Adjourns to discuss under Government Code Section 54957, Public Employee Performance Evaluation. Title: Assistant Manager

13. The Public Information Committee will meet immediately after the Board Adjourns

14. Adjournment

No motion. The meeting was adjourned at 7:25 a.m.

Surveillance Activities during March 2011

I. Mosquito Collections and Mosquito Pools

Location	Mean mosquitoes per trap
Eaton Canyon Ntr. Ctr. – Altadena	1.6
Bernard Bio Station – Claremont	10.4
Wingate Park – Covina	4.7

There is still only one WNV positive mosquito pool in California in 2011.

II. Dead Birds

The first and only dead bird testing positive for WNV in 2011 in California was reported in March from Sacramento County.

III. Sentinel Chicken Sera

No chickens have tested positive WNV antibodies in California in 2011.

IV. Human Illness

No reports of human illness from WNV have occurred in California in 2011.

V. Horses and Squirrels

No WNV activity has been reported in horses or squirrels in 2011.

VI. 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°
Mar 2011	68.7/51.0	68.8/48.2	69.3/50.1	68.4/48.3	69.7/47.6	72.6/48.4
Mar 2010	72.4/53.7	70.8/48.5	74.8/50.9	70.9/49.2	70.6/49.2	74.5/49.1
Mar 5-yr mean	69.1/51.7	69.3/48.6	70.9/54.2	69.7/49.6	70.7/48.1	75.8/50.0*
Mar 2004	74.7/55.0	77.1/53.2	79.3/55.4	78.8/50.1	79.1/51.2	

Precipitation

	LA Civic Ctr precip (in)	Burbank precip (in)	Pasadena precip (in)	San Gabriel precip (in)	Ontario precip (in)	District precip (in)
Mar 2011	3.99	5.25	5.95	3.22	2.25	2.62
Mar 2010	0.42	0.80	1.09	0.11	0.53	0.69
Mar 5-yr mean	1.06	1.36	0.68	0.38	1.02	0.10*
Mar 2004	1.20	0.61	0.26	1.32	0.52	

+ January information from District weather station that we were unable to include in last month's report.

*District mean for temperatures and precipitation are for the four year period we have had our weather station.

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

<http://customerweb.westernwx.com/sqvmvcd>

Username: sqvmvcd Password: weather

VII. Notes: National Stress Awareness Month

April is Stress Awareness Month. It's time to get to the bottom of what stresses you out, eliminate what is stressing you out, and maybe find a new hobby to do for the rest of the year. Although April 16 is official Stress Awareness Day, the following tips can be used the other 364 days of the year to calm you down in an already crazy world.

1. **Exercise**—There are so many different variations in exercising, be it pilates, yoga, dancing, running, or walking. Exercising can become a chore and uneventful if you're doing an exercise that you don't enjoy. For example, if you're not really into walking but you like to visit the lakefront, drive to a nearby lake location and walk alongside the water. If you love to dance but don't know how to step, go to a dance class that plays the kind of music you enjoy.
2. **Write**—Writing in journals or blogs tends get their thoughts off our minds. It can be therapeutic to say things that you may not be able to say to someone's face, whether it's someone who is hurting your feelings or someone you are growing loving feelings for.
3. **Read**—If you're a bookworm, reading is something you do regularly, but for those who aren't regular readers, browse the bookstore for the type of material you'd be interested in.
4. **Pray**—Religious people find that praying relieves a lot of tension. They are able to connect with the god that they believe in and get all their thoughts out. It's not uncommon to end up crying and laughing to be able to speak to the god that you believe knows you best and has your best interest at heart. Church ceremonies are an excellent place to get all your thoughts on the table.
5. **Hang out with close family or friends** — Find the relatives that you enjoy hanging out with and plan a get-together. If you connect better with your friends, plan a day out with your friends. It doesn't matter where it is as long as it's a place that both or all of you enjoy.
6. **Laugh**—USA Today reports that 10-15 minutes of laughing per day can burn off a medium square of chocolate or 4.4 pounds per year. Attend a comedy club event or hang out with someone who makes you laugh regularly. Who it is really doesn't matter as long as they keep you in a joyous mood. We can always find somebody to piss us off, but when you find someone who can always make you laugh, hold on to him or her for dear life...and bring the chocolate!
7. **Take a vacation**—This is a little more difficult to do now considering America is in a recession, but taking a vacation does not have to be to another state or country. If you have the money to travel by all means, do so. But a vacation can be spending the night at someone's home for a few days or hiding out in a hotel across town just to get away. If you don't have the money to get away, act like a tourist in your hometown and see what sightseers see. Or simply turn your phone off and hide out in your own home.
8. **Listen to music**—Music can take a person to a different place, and it can be but doesn't have to be slow or soothing like rainwater to do so. If hip hop is what calms you down, blast it. If dancing to the latest pop music is your thing, start swinging those arms and hips. Get a bunch of your favorite music CDs or a mixtape and listen to it in your car, with your MP3 player while you're running errands, or hanging out around the house.
9. **Sleep**—Try to get at least eight hours of comfortable sleep. April is the time to shop for a new mattress that fits your body type, replace pillows that have gone flat or are uncomfortable, and wash your sheets so they'll have that fresh detergent or fabric softener smell. Being able to zone out and get sufficient sleep can relieve a person of a lot of unnecessary tension physically and mentally.
10. **Don't complain**—We can complain about the things that are going wrong in our lives but make a point of letting this month (or day) be the time you concentrate on what's going right in your life. If someone tries to complain to you, change the subject to a more positive topic or ask them how they can change the situation they're in. But don't be the Misery Loves Company party.

**Abatement Activities for
March 2011**

District Cities	Total Service Requests	TYPES OF SERVICE REQUESTS							
		Fish	Pools and Spas	Misc. Sources	Adult Mosquitoes	Black Flies	Midges	Bees	Other Insects
Alhambra	0								
Altadena	2	1		1					
Arcadia	0								
Azusa	4		3	1					
Bradbury	0								
Claremont	1		1						
Covina	3		3						
Duarte	0								
El Monte	1	1							
Glendora	3	2	1						
Industry	0								
Irwindale	0								
L. A. County	4		3	1					
La Puente	2	1		1					
La Verne	2		2						
Monrovia	0								
Monterey Park	0								
Pomona	1		1						
Rosemead	0								
San Dimas	4	1	2	1					
San Gabriel	0								
Sierra Madre	0								
Temple City	1	1							
Walnut	1	1							
West Covina	15	1	12	1					1
TOTAL	44	9	28	6	0	0	0	0	1

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)	Bti Gran. (Pounds)	B. sphaer. (Pounds)	XR Briquets (Each)	Fish (Acres) (Planted)
Alhambra	130	23	23	0.0142	0.0016	0.0147		0.35		
Altadena	114	12	14	0.0617	0.0828	0.0004		0.68		0.0003
Arcadia	222	28	28	0.0813	0.0321	0.14641		0.46		
Azusa	56	23	23	0.2325	0.1320	0.5558		0.07		
Bradbury	26	8	8	0.0248	0.0516	0.0055		0.15		
Claremont	16	2	2	0.0184		0.0547				
Covina	24	5	5	0.0109		0.0328				
Duarte	162	17	17	0.0393	0.0322	0.0695		0.13		
El Monte	63	8	11	0.0206	0.0003	0.0558		0.02	2	0.0002
Glendora	33	7	9	0.0259	0.0258	0.0484		0.02		0.0002
Industry	13	2	2	0.0253						
Irwindale	33	3	3	0.0018		0.0031		0.04		
L. A. County	291	83	83	0.2313	0.2492	0.1886		1.14	1	
La Puente	19	4	4	0.0224	0.0203			0.09		
La Verne	25	4	4	0.0287		0.0414		0.29		
Monrovia	87	10	12	0.0137	0.0163	0.0102		0.09		0.0004
MontereyPark	55	14	16	0.0048						0.0005
Pomona	48	12	12	0.0752		0.2094		0.13		
Rosemead	96	5	5	0.0058	0.0172			0.02		
San Dimas	73	1	1	0.0006				0.02		
San Gabriel	39	3	3	0.0015	0.0016	0.0027				
Sierra Madre	19	2	2	0.0006		0.0017				
Temple City	150	7	8	0.0038	0.0002	0.0084		0.02		0.0002
Walnut	42	16	18	0.0512	0.0641			0.24		0.0008
West Covina	159	20	21	0.0855	0.1570			0.09		0.0003
TOTAL	1995	319	334	1.07	0.88	1.45	0.00	4.07	3	0.003

13 gallons of Agnique was used this month

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)
	Vectobac 12AS (Gallons)	Scourge MF Formula II (Gallons)	Area Treated (Acres)		Area Treated (Acres)				
Alhambra									
Altadena									
Arcadia									
Azusa	0.07								
Bradbury									
Claremont									
Covina									
Duarte									
El Monte	1.23								
Glendora	0.65								
Industry									
Irwindale									
L. A. County									
La Puente									
La Verne									
Monrovia									
Monterey Park									
Pomona									
Rosemead									
San Dimas									
San Gabriel									
Sierra Madre									
Temple City									
Walnut									
West Covina									
TOTAL	1.94	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

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	0						
Altadena	0						
Arcadia	0						
Azusa	0						
Baldwin Park	0						
Bradbury	0						
Claremont	0						
Covina	0						
Duarte	0						
El Monte	0						
Glendora	0						
Industry	0						
Irwindale	0						
L. A. County	0						
La Puente	0						
La Verne	0						
Monrovia	0						
Monterey Park	0						
Pomona	0						
Rosemead	0						
San Dimas	0						
San Gabriel	0						
Sierra Madre	0						
Temple City	0						
Walnut	0						
West Covina	0						
TOTAL	0	0	0	0	0	0	0.0

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

March 2011

Public Relations

This is the time of year that we try to attend necessary meetings and training to ensure we are in the office during the season when our presence is needed the most. On the heels of the Mosquito and Vector Control Association of California (MVCAC) Annual Conference last month, we attended mandatory Employee Risk Management Authority (ERMA) training; a 2-day Vector Control Joint Powers Authority (VCJPA) Workshop; and the American Mosquito Control Association (AMCA) Annual Conference. These programs are invaluable for the quality of the training and information we receive, as well as the contacts we make with others in the industry.

At the AMCA meeting, Kelly was thrilled to speak with several people from ESRI – the leader in GIS technology, to enquire about training programs as well as incorporation of GIS technology into our EcoSMART Lab curriculum. ESRI has education grant programs and may be able to assist us in acquiring or programing Touch Tables which will give students an unmatched educational experience!

Southern California Vector Control Environmental Taskforce (SCVCET)

We participated in a quarterly teleconference discussing regulatory issues affecting vector control districts in Southern California. All districts are closely monitoring Clean Water Act (CWA) and National Pollution Discharge Elimination System (NPDES) Permit requirements which seem to change daily. New Federal legislation, HR 872, may permanently settle the duplicitous regulatory problems facing districts and needs our strong support.

We were pleased to hear that our attempt to add vector control language into the California Environmental Quality Act (CEQA) Checklist is gaining traction. The State Water Resources Control Board recently included the Taskforce-developed questions into their Draft Wetland and Riparian Policy Initial Study. Quite a coup! This group will continue to pursue making this a permanent addition to the State's CEQA Checklist for all new projects.

Continuing Education

The 2009-2011 Continuing Education Cycle is winding to a close. Every 2 years, certificated employees are required to participate in a minimum of 16 hours of live training in addition to 20 hours of recorded education programs. This department is charged with ensuring our employees are fully certified in compliance with our Cooperative Agreement with the California Department of Public Health under which we operate. We attended our live training session last year and have been watching recorded DVDs this past month.

Still Waiting...

There is still no decision on our application for Nature Education Facilities Grant funding for our EcoSMART Lab. This application was submitted more than six months ago, and announcement of the awards has been postponed several times now. We keep checking and will let you know!

Activities & Events

Outreach Activities in March 2011		
EVENT	# REACHED	CITY
Loan Boxes		
Park Elementary School (6 th Grade)	60	Alhambra
Glendora Conservancy	N/A	Glendora
Fairs		
Los Angeles Environmental Ed Fair	350	Arcadia
Children's Programs		
Gladstone Elem. (Kindergarten)	81	San Dimas
AMCA Education Day (4th & 5th)	230	Anaheim
Don Julian Elem. (1 st Grade)	60	La Puente
Total Outreach for March	781	

Upcoming Events for the Month of April

- 1 Apr – Don Julian Elementary School, 1st grade, La Puente
- 1 Apr - 30 Apr – Insect Loan Box, Emperor Elementary School, San Gabriel
- 5 Apr – MVCAC Legislative Day, Sacramento
- 8 Apr – St Martha's School Health Fair (Grades 1–8), La Puente
- 9 Apr – County Sanitation Districts' Earthday 2011 Event, Whittier
- 12 Apr – Children's Montessori School, San Dimas
- 13 Apr – St Thomas More, Pre-K & Kinder, Alhambra
- 16 Apr – City of Irwindale, Earthday Event, Literature only
- 18 Apr – Helicopter Surveillance Media Kickoff - Altadena
- 23 Apr – City of West Covina, Earthday Event, West Covina
- 25 Apr – 30 Apr – WNV & Mosquito Awareness Week
- 26 Apr – Cherrylee Elementary, 3rd Grade, El Monte
- 27 Apr – Walnut City Council Presentation
- 28 Apr – Think Together After School Program (Grades K–5), La Puente

April 8, 2011

Item 5

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

SUBJECT: April 1, 2011 District Working Fund Balance

Explanation: The Treasurer's certified February 2011 ending fund balance of \$3,226,384 compares to the District's April 1, 2011 working balance of \$2,941,710 as follows:

\$3,226,384	February Certified Ending Balance
<u>-\$284,674</u>	<u>March Liabilities</u>
\$2,941,710	April 1 st Working Balance

Respectfully Submitted:



Steve West
District Manager

Treasurer's Report-February 2011
San Gabriel Valley Mosquito and Vector Control District

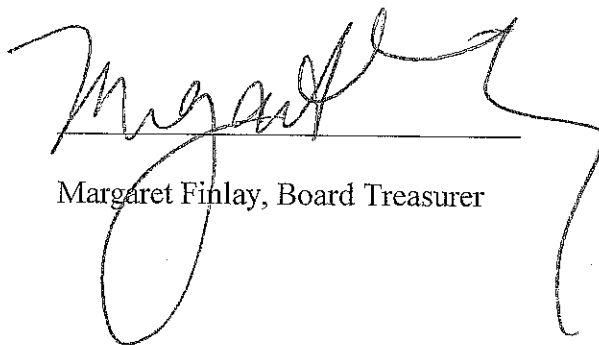
The attached Treasurer's Report is for February 2011.

The Total of All Funds Balance is \$3,226,384.42

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.

Please note that warrants were not drawn for expenses in January and February, which will reduce the balance in the Citizens Bank Revolving fund.

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

A handwritten signature in black ink, appearing to read "Margaret", is written over a horizontal line. The signature is stylized and extends to the right of the line.

Margaret Finlay, Board Treasurer

San Gabriel Valley Mosquito and Vector Control District Treasurer's Report
(based on Balance Sheet Detail Activity Report,
Period 8, FY 2011 received on March 8, 2011)

Item 6

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	0.46%	\$718,241.80			LAIF Statement (Feb 2011)	\$718,241.80

Maturity Date: Perpetual
 Interest rate as of Dec 31 2010

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	1.33%	\$1,683,527.61	misc expense assessment assessment interest	(\$1.32) \$179,176.59 \$26,707.96 \$1,015.31	ND 24 Per 8 ND 24 Per 8 ND 24 Per 8 ND 24 Per 8	\$1,890,426.15

Maturity Date: Perpetual
 Interest rate as of Oct 31 2010

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Bank of America Revolving Fund	\$46,282.00			B of A Statement Feb 2011	\$46,282.00

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$752,949.93	Deb Activity-Feb 2011	(\$181,515.46)	CB Statement Feb 2011	\$571,434.47

Total Beginning Balance	\$3,201,001.34			Total End Balance	\$3,226,384.42
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Manager's Report

Date of Preparation: April 8, 2011 **Report No.** 040811 **Item No.** 7

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

Subject: Nomination of a Candidate for Seat C, on the California Special District
Association (CSDA) Board of Directors

Reference: Attached CSDA Documentation

Background

The California Special District Association (CSDA) has notified its membership constituents of the Association that Seat C on the Board of Directors is available for election. A copy of the CSDA notice is attached, and staff is prepared to submit the Board of Trustees' candidate as you may determine.

Manager's Recommendation

Accept volunteer(s) as a Trustee(s) may announce and nominate one member at your discretion.

Alternative

Do not nominate a candidate.

Fiscal Impact

None

Respectfully submitted,

Steve West
District Manager



California Special Districts Association
Districts Stronger Together

RECEIVED

MAR 10 2011

SGVMVCD

DATE: March 2, 2011
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2011-2014 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

Commitment: Serving on the Board requires one's interest in the issues confronting special districts statewide. A board member is expected to attend all board meetings held every other month, usually on the second Friday of the month, at CSDA's office in Sacramento. Besides serving on the Board, each Board Member is expected to participate on at least one committee, which usually meets 3-4 times a year in Sacramento. CSDA reimburses directors for their related expenses for Board and Committee meetings as outlined in Board Policy. In addition, all Board Members are expected to attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the Annual Conference (held in the fall) as part of their obligation to the CSDA membership; expenses for these two events are not reimbursed by CSDA, even if a board meeting or committee meeting is held in conjunction with the event.

Nomination Procedures: Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as

defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action must accompany the nomination. The deadline for receiving nominations is May 27, 2011.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 10th. The ballots must be received by CSDA no later than 5:00 p.m. August 5, 2011 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 9th. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in October.

Expiring Terms

(See enclosed map for regional breakdown)

Region 1	Seat C	Phil Schoefer, Western Shasta Resource Conservation District **
Region 2	Seat C	Pete Kampa, Tuolumne Utilities District **
Region 3	Seat C	Stanley Caldwell, Mt. View Sanitary District *
Region 4	Seat C	Tim Unruh, Kern County Cemetery District #1 **
Region 5	Seat C	Jim Acosta, Saticoy Sanitary District *
Region 6	Seat C	Dewey Ausmus, North County Cemetery District *

* = Incumbent is running for re-election

** = Incumbent may run again

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csda.net.

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
BOARD OF DIRECTORS

NOMINATION FORM

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of Candidate: _____

District: _____

Mailing
Address: _____

Region: _____ (see attached map)

Telephone: _____

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting
the candidate by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(916) 442-7887 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 27, 2011



2011 CSDA Board of Directors by Region

Region 1

Mark Bryant, *Garberville Sanitary District*
 Norman Shopay, *McKinleyville CSD*
 Phil Schoefer, *Western Shasta RCD*

Region 3

James Kohnen, *Alameda County Mosquito AD*
 Sherry Sterrett, *Pleasant Hill RPD*
 Stanley Caldwell, *Mt. View Sanitary District*

Region 5

Jack Curtis, *Ojai Valley Sanitary District*
 Kathy Tiegs, *Cucamonga Valley Water*
 Jim Acosta, *Saticoy Sanitary District*

Region 2

Noelle Mattock, *El Dorado Hills CSD*
 Ginger Root, *Tuxedo Country Club FPD*
 Pete Kampa, *Tuolumne Utilities District*

Region 4

Adrienne (Ann) Mathews, *Kern County Water Agency*
 Tim Ruiz, *East Niles CSD*
 Tim Unruh, *Kern County Cemetery District No. 1*

Region 6

Jo MacKenzie, *Vista Irrigation District*
 William Nelson, *Orange County Cemetery District*
 Dewey Ausmus, *North County Cemetery District*



Manager's Report

Date of Preparation: April 8, 2011 **Report No.** 040811 **Item No.** 8

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

Subject: Reschedule November 4, 2011 Board Meeting to November 18, 2011

Reference: MVCAC Schedule

Background

At a previous Board meeting (January 14, 2011), you acted to change the date of the November meeting from November 11, 2011 to November 4th on the recommendation of staff. Failing to do a calendar check we have "sensed" thereafter this date is also one of the days of the MVCAC Fall meeting. Both staff and Trustees normally attend this meeting.

Manager's Recommendation

Consider changing the November Board meeting date to November 18, 2011. Staff's original concern was an overlap of the Board meeting with Thanksgiving which it does not.

Alternative

- 1) Retain the November 4th date for the Board meeting.
- 2) The Health and Safety Code only requires at least one meeting of a Board every three (3) months, thus the Board could "skip" this meeting date.

Fiscal Impact

None

Respectfully Submitted,

Steve West
District Manager