

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

June 9, 2017

8:00 AM

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance and Silent Roll Call**
- 3. Opportunity for Public Comment on Non-Agenda Items**
*(Individual Public Comments may be limited to a 3-minute or less time limit)
During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda at the time that item is before the Board for consideration. There will be no dialog between the Board and the Commenter. Any clarifying questions from the Board must go through the Board President.*
- 4. Consent Calendar**
All matters listed under the Consent Calendar are considered by the District to be routine and will be enacted by one motion. Any member of the Board may pull an item from the Consent Calendar for additional clarification or action.
 - A. List of Claims for May 2017***
 - B. Budget Status Report for May 2017***
 - C. Minutes of Board of Trustees Meeting May 2017***
 - D. Operations Report***
 - E. Surveillance Report***
 - F. Education Program***
 - G. April 2017 Monthly Treasurer Report / District Working Balance for June 2017***
- 5. Consider Approval of Resolution 2017-04 Inclusive of FY 2017-2018 Budget and Assessment Report ***
(District Manager) (Action Required)
 - A. President Reads the Item**
 - B. President Declares the Public Hearing is Open**
 - C. President Requests the Clerk to Report any Communication(s)**
 - D. Receive Staff Report**
 - E. President Calls for Public Testimony**
 - F. President Closes the Public Hearing**
 - G. Board Discussion**
 - H. Board Motion and Vote**

* indicates written report

6. **Consider Resolutions to Amend Resolution 92-11 Personnel and Salary ***
(District Manager) (Action Required)
 - A. **Article VII, Employee Positions, Section 4, A, Professional Exemptions**
 - B. **Article VIII, Work Period, Section 5, Breaks and Cleanup Time**
 - C. **amending Article X, General Personnel Provisions, Section 1, Probation**
 - D. **Article X, General Personnel Exceptions, Section 5, Status of Limited Term Employees**
7. **District Administration**
(District Manager) (No Action Required)
8. **Disease Surveillance**
(Scientific Programs Manager) (Verbal Report) (No Action Required)
9. **Trustee Reports**
Opportunity for Trustees to request future agenda items
(Verbal)
10. **New Business**
11. **Adjournment**

The Personnel Committee	
met at 7:00 AM	
Jamie Bissner, Chairperson Richard Barakat Roger Chandler Margaret Finlay	Henry M. Morgan Tim Sandoval Vacant Vacant

The Policy Committee	
met at 7:00 AM	
Stephen Sham, Chairperson Richard Barakat Charles Myers	Cynthia Sternquist Mary Su Vacant

* indicates written report

**The Abatement Hearing Committee
Will meet Immediately after the Board Adjourns**

**Richard Barakat
Jamie Bissner
Corey Calaycay
Margaret Finlay
Henry M. Morgan**

**Charles Myers (Alternate)
Cynthia Sternquist, Alternate**

CERTIFICATE OF POSTING

“This agenda shall be made available upon request in alternative formats to persons with a disability as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the San Gabriel Valley Mosquito and Vector Control District at (626-814-9466) during regular business hours, at least twenty-four hours prior to the time of the meeting.”

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



Esther Elliott, Clerk of the Board
San Gabriel Valley MVCD

SAN GABRIEL VALLEY MVCD
Claims List May 2017

<u>Check No</u>	<u>Check Date</u>	<u>Vendor and Invoice No</u>	<u>Description</u>	<u>Check Amount</u>
EFT	05/04/2017	ALLIED ADMINSTRATORS 74910	6070 Delta Dental (Delta Dental Premiums)	<u>1,953.82</u>
EFT	05/04/2017	PERS PR of 5/4/2017	6200 Employer Contribution (Employer Contribution 8.880% 6200 Employer Contribution (Employer Contribution 6.555%	4,743.07 <u>2,310.85</u> 7,053.92
14542	05/04/2017	ATHENS SERVICES 3427699	6040 Building Maintenance	<u>183.13</u>
14543	05/04/2017	AZUSA LIGHT & WATER 99172930, 45169724	6343 Meter # 99172930 (Meter # 99172930 Service Address 6343 Meter # 45169724 (Meter # 45169724 Service Address	64.14 <u>44.54</u> 108.68
14544	05/04/2017	CDW GOVERNMENT INC HPW0893	6035 COMPUTER HARDWARE 6035 COMPUTER HARDWARE 6035 COMPUTER HARDWARE 6035 COMPUTER HARDWARE	1,034.20 5.00 17.56 <u>90.49</u> 1,147.25
14545	05/04/2017	CHEVRON 50240697	6262 Fuel for Trucks (Fuel for Trucks)	<u>3,732.64</u>
14546	05/04/2017	COSTCO WHOLESALE MEMBER 000320168653000	6150 MEMBERSHIPS	<u>600.00</u>
14547	05/04/2017	FLEX ACCOUNT ADMINISTRATION	6070 Flex Premiums - Alba (Flex Premiums, Alba)	212.50

SAN GABRIEL VALLEY MVCD
Claims List May 2017

		1427472A	6070 Flex Premiums - Brisco (Flex Premiums, Brisco)	66.66
			6070 Flex Premiums - Farned (Flex Premiums, Farned)	41.66
			6070 Flex Premiums - Fujioka (Flex Premiums, Fujioka)	166.66
			6070 Flex Premiums - Hagele (Flex Premiums, Hagele)	83.33
			6070 Flex Premiums - Nelson (Flex Premiums, Nelson)	41.66
			6070 Flex Premiums - Tanaka (Flex Premiums, Tanaka)	83.33
			6070 Flex Premiums - Urena (Flex Premiums, Urena)	83.33
			6070 Flex Premiums - Wekesa (Flex Premiums, Wekesa)	41.66
				<u>820.79</u>
14549	05/04/2017	JARED DEVER Per Diem, AMCA	6232 Per Diem (Per Diem)	<u>160.00</u>
14550	05/04/2017	JASON FARNED Per Diem- AMCA	6232 Per Diem (Per Diem)	<u>160.00</u>
14551	05/04/2017	JENKINS & HOGIN, LLP 24514	6130 Profess Serv rendered (Professional Services rendere	<u>1,715.00</u>
14552	05/04/2017	JOSEPH WAKOLI WEKESA Per Diem AMCA	6232 Per Diem (Per Diem)	<u>160.00</u>
14553	05/04/2017	LIEBERT CASSIDY WHITMORE 1438438	6130 Profess Serv rendered (Professional Services rendere	<u>4,168.00</u>
14554	05/04/2017	MARY ESTHER ELLIOTT Reimbursement	6270 OFFICE SUPPLIES	<u>44.98</u>
14555	05/04/2017	READYREFRESH BY NESTLE 17D0024588535	6170 Arrowhead Water (Arrowhead Water)	188.79
			6170 Arrowhead Water (Arrowhead Water)	3.95
			6170 Arrowhead Water (Arrowhead Water)	11.28
			6170 Arrowhead Water (Arrowhead Water)	0.99
				<u>214.91</u>

**SAN GABRIEL VALLEY MVCD
Claims List May 2017**

				205.01
14556	05/04/2017	STREAMLINE	6290 Supplies, Public Informati	200.00
		95080		
14557	05/04/2017	THERMAL COMBUSTION INNOVATORS	6250 LABORATORY SUPPLIES	86.00
		174327	6250 LABORATORY SUPPLIES	5.65
				91.65
14558	05/04/2017	US BANK		
	05/04/2017	Alba	6185 POSTAGE	59.30
			6080 Hiring Expenses	69.95
			6270 OFFICE SUPPLIES	86.99
			6270 OFFICE SUPPLIES	63.78
			6270 OFFICE SUPPLIES	20.52
			6270 OFFICE SUPPLIES	59.00
	05/04/2017	Brisco	6250 LABORATORY SUPPLIES	199.80
			6250 LABORATORY SUPPLIES	172.19
			6250 LABORATORY SUPPLIES	99.90
			6250 LABORATORY SUPPLIES	2,000.00
			6250 LABORATORY SUPPLIES	93.45
			6170 MISCELLANEOUS EXPENSES	46.03
			6250 LABORATORY SUPPLIES	50.33
	05/04/2017	Deacon	6270 OFFICE SUPPLIES	176.61
			6150 MEMBERSHIPS	500.00
			6270 OFFICE SUPPLIES	47.10
			6270 OFFICE SUPPLIES	58.90
			6270 OFFICE SUPPLIES	6.50
			6270 OFFICE SUPPLIES	86.96
			6270 OFFICE SUPPLIES	63.10
			6270 OFFICE SUPPLIES	43.80
			6270 OFFICE SUPPLIES	22.61
	05/04/2017	Elliott	6232 SEMINARS AND MEETINGS	220.00
			6185 POSTAGE	15.00

**SAN GABRIEL VALLEY MVCD
Claims List May 2017**

		6270 OFFICE SUPPLIES	16.06
		6185 POSTAGE	13.18
		6185 POSTAGE	6.59
		6185 POSTAGE	6.59
		6270 OFFICE SUPPLIES	33.33
		6270 OFFICE SUPPLIES	45.00
		6270 OFFICE SUPPLIES	7.99
		6270 OFFICE SUPPLIES	105.00
		6270 OFFICE SUPPLIES	314.92
		6232 SEMINARS AND MEETINGS	1,082.50
		6232 SEMINARS AND MEETINGS	1,082.50
		6185 POSTAGE	6.59
05/04/2017	Farned	6290 Supplies, Public Informati	1.99
		6290 Supplies, Public Informati	21.02
		6262 Fuel for Trucks (Fuel for Trucks)	44.80
		6232 SEMINARS AND MEETINGS	470.79
		6232 SEMINARS AND MEETINGS	530.79
		6290 Supplies, Public Informati	34.97
		6290 Supplies, Public Informati	700.08
		6290 Supplies, Public Informati	50.02
		6290 Supplies, Public Informati	3.99
		6290 Supplies, Public Informati	93.28
		6290 Supplies, Public Informati	34.99
		6290 Supplies, Public Informati	45.00
		6290 Supplies, Public Informati	49.99
		6290 Supplies, Public Informati	21.74
		6290 Supplies, Public Informati	1.99
		6290 Supplies, Public Informati	79.99
05/04/2017	Fujioka	6036 COMPUTER SOFTWARE	288.00
		6232 SEMINARS AND MEETINGS	536.60
		6030 BOARD EXPENSES	19.98
05/04/2017	Hagele	6290 Supplies, Public Informati	19.02
		6290 Supplies, Public Informati	12.89
		6290 Supplies, Public Informati	9.46

SAN GABRIEL VALLEY MVCD Claims List May 2017

		6290 Supplies, Public Informati	92.44
		6250 LABORATORY SUPPLIES	250.86
		6290 Supplies, Public Informati	251.73
		6290 Supplies, Public Informati	27.59
		6185 POSTAGE	15.68
		6290 Supplies, Public Informati	16.29
		6290 Supplies, Public Informati	4.87
		6290 Supplies, Public Informati	21.73
		6270 OFFICE SUPPLIES	17.87
		6270 OFFICE SUPPLIES	4.00
		6270 OFFICE SUPPLIES	309.94
		6270 OFFICE SUPPLIES	29.59
		6270 OFFICE SUPPLIES	11.06
05/04/2017	Nelson	6232 SEMINARS AND MEETINGS	530.79
		6232 SEMINARS AND MEETINGS	10.99
		6232 SEMINARS AND MEETINGS	2.60
		6250 LABORATORY SUPPLIES	210.11
		6250 LABORATORY SUPPLIES	315.16
		6250 LABORATORY SUPPLIES	315.16
		6250 LABORATORY SUPPLIES	367.66
05/04/2017	Niffenegger	6260 SUPPLIES, MECHANICAL	18.38
		6260 SUPPLIES, MECHANICAL	8.00
		6260 SUPPLIES, MECHANICAL	311.94
		6280 SUPPLIES, OPERATIONS	126.97
		6260 SUPPLIES, MECHANICAL	34.62
		6250 LABORATORY SUPPLIES	9.44
		6260 SUPPLIES, MECHANICAL	1,339.54
		6260 SUPPLIES, MECHANICAL	36.25
		6280 SUPPLIES, OPERATIONS	423.98
		6260 SUPPLIES, MECHANICAL	282.75
		6044 MAINTENANCE, GROUNDS	10.83
		6260 SUPPLIES, MECHANICAL	6.51
		6260 SUPPLIES, MECHANICAL	159.00
		6260 SUPPLIES, MECHANICAL	19.00

**SAN GABRIEL VALLEY MVCD
Claims List May 2017**

			6260 SUPPLIES, MECHANICAL	614.54
			6250 LABORATORY SUPPLIES	146.70
			6250 LABORATORY SUPPLIES	20.10
			6250 LABORATORY SUPPLIES	45.50
05/04/2017	Tanaka		6280 SUPPLIES, OPERATIONS	412.96
			6232 SEMINARS AND MEETINGS	12.00
			6280 SUPPLIES, OPERATIONS	156.60
			6232 SEMINARS AND MEETINGS	176.93
			6232 SEMINARS AND MEETINGS	470.79
			6232 SEMINARS AND MEETINGS	470.79
			6232 SEMINARS AND MEETINGS	564.54
			6232 SEMINARS AND MEETINGS	470.79
			6280 SUPPLIES, OPERATIONS	56.00
			6250 LABORATORY SUPPLIES	72.71
			6283 PESTICIDES SUPPLIES	65.69
			6283 PESTICIDES SUPPLIES	1,545.56
05/04/2017	Wekesa		6250 LABORATORY SUPPLIES	4,000.26
			6250 LABORATORY SUPPLIES	3,879.82
			6232 SEMINARS AND MEETINGS	176.93
			6232 SEMINARS AND MEETINGS	156.93
			6232 SEMINARS AND MEETINGS	470.79
			6232 SEMINARS AND MEETINGS	470.79
			6330 TRAINING, CEU'S	655.00
			6250 LABORATORY SUPPLIES	466.87
				<u>31,226.37</u>
14559	05/04/2017	WINDOWASHERS, LLC. SGV050117	6046 COMPUTER MAINTENANCE (Contract Support)	2,000.00
			6046 COMPUTER MAINTENANCE (Contract Support)	400.00
				<u>2,400.00</u>

Total Accounts Payable 5/4/2017

56,131.24

Accounts Payable for May 18, 2017

SAN GABRIEL VALLEY MVCD
Claims List May 2017

EFT	05/18/2017	AFLAC 420686	6070 Premiums, life - Cafeter (Premiums, life insurance)	<u>473.06</u> 473.06
EFT	05/18/2017	CAL PERS 100000014960494	6070 Med premiums - Cafeteria (Medical premiums) 6072 Medl premiums- Retired EE (Medical premiums - Reti) 6070 ADMIN FEE (Admin fee) 6070 ADMIN FEE (Admin fee)	6,901.05 128.00 33.20 <u>2.71</u> 7,064.96
EFT	05/18/2017	CALPERS CERBT 100000014951775	6200 Employer Contribution (Employer Contribution (8.880°	<u>6,115.46</u> 6,115.46
EFT	05/18/2017	PERS PR of 5/18/17	6200 Employer Contribution (Employer Contribution (8.880° 6200 Employer Contribution (Employer Contribution (8.880°	3,846.74 <u>2,230.31</u> 6,077.05
14560	05/18/2017	ABRAHAM N. CRUZ 5/12/17 BM	6030 BOARD EXPENSES	<u>100.00</u> 100.00
14561	05/18/2017	AMERICAN FIDELITY ASSURANCE B614947	6070 Premiums, life - Cafeter (Premiums, life insurance)	<u>2,281.92</u> 2,281.92
14562	05/18/2017	ANDRE QUINTERO BM of 5/12/17	6030 BOARD EXPENSES	<u>100.00</u> 100.00
14563	05/18/2017	APEX TRANSLATIONS INC. 46227	6290 Supplies, Public Informati 6290 Supplies, Public Informati	88.74 <u>93.67</u> 182.41
14564	05/18/2017	BECKY A. SHEVLIN BM of 5/12/17	6030 BOARD EXPENSES	<u>100.00</u> 100.00

SAN GABRIEL VALLEY MVCD
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14565	05/18/2017	BILL'S LIFT SERVICE, INC. 35243	8000 CAPITAL OUTLAY (Capital Outlay)	1,616.25 <u>1,616.25</u>
14566	05/18/2017	BILL ALARCON BM of 5/12/17	6030 BOARD EXPENSES	100.00 <u>100.00</u>
14567	05/18/2017	CANON FINANCIAL SERVICES, INC. 17329685	6073 EQUIPMENT CANON (Canon Graphics Equipment/IF	1,385.75 <u>1,385.75</u>
14568	05/18/2017	CDW GOVERNMENT INC HRM5107	6035 COMPUTER HARDWARE	1,867.12
			6035 COMPUTER HARDWARE	6.00
			6035 COMPUTER HARDWARE	163.37
	05/02/2017	7014393	6035 COMPUTER HARDWARE	2,068.40
			6035 COMPUTER HARDWARE	10.00
			6035 COMPUTER HARDWARE	25.31
			6035 COMPUTER HARDWARE	180.99
	05/09/2017	HTK9477	6250 LABORATORY SUPPLIES	32.72
			6250 LABORATORY SUPPLIES	3.50
			6250 LABORATORY SUPPLIES	2.86
			6290 Supplies, Public Informati	65.44
			6290 Supplies, Public Informati	6.99
			6290 Supplies, Public Informati	5.73
	05/11/2017	HTX5121	6035 COMPUTER HARDWARE	700.08
			6035 COMPUTER HARDWARE	15.00
			6035 COMPUTER HARDWARE	61.26
				<u>5,214.77</u>
14569	05/18/2017	CHARLES MYERS BM of 5/12/17	6030 BOARD EXPENSES	100.00 <u>100.00</u>
14570	05/18/2017	COREY CALAYCAY BM of 5/12/17	6030 BOARD EXPENSES	100.00 <u>100.00</u>
14571	05/18/2017	DAN HOLLOWAY	6030 BOARD EXPENSES	100.00 <u>100.00</u>

**SAN GABRIEL VALLEY MVCD
Claims List May 2017**

		BM of 5/12/17		100.00
14572	05/18/2017	DMV RENEWAL	6075 FEES & ASSESSMENTS	52.00
		Registration renewal	6075 FEES & ASSESSMENTS	<u>52.00</u>
				104.00
14573	05/18/2017	EDISON CO	6340 Electricity (Electricity for period)	<u>2,442.14</u>
		2-03-7223		2,442.14
14574	05/18/2017	ENTERPRISE	6007 - AUTOMOBILE LEASE	618.11
		FBN3242920	6007 - AUTOMOBILE LEASE	618.28
			6007 - AUTOMOBILE LEASE	618.28
			6007 - AUTOMOBILE LEASE	618.28
			6007 - AUTOMOBILE LEASE	462.18
			6007 - AUTOMOBILE LEASE	464.73
			6007 - AUTOMOBILE LEASE	512.07
			6007 - AUTOMOBILE LEASE	545.84
			6007 - AUTOMOBILE LEASE	544.19
			6007 - AUTOMOBILE LEASE	552.40
			6007 - AUTOMOBILE LEASE	<u>552.40</u>
				6,106.76
14575	05/18/2017	FISHER SCIENTIFIC	6250 LABORATORY SUPPLIES	1,626.98
		9445989,0297816	6250 LABORATORY SUPPLIES	<u>1,199.74</u>
				2,826.72
14576	05/18/2017	HENRY M. MORGAN	6030 BOARD EXPENSES	100.00
		Bm of 5/12/17	6030 BOARD EXPENSES	<u>49.50</u>
				149.50
14577	05/18/2017	J & J JANITORIAL SERVICES, INC.	6040 Building Maintenance	<u>1,247.00</u>
		3943		1,247.00
14578	05/18/2017	JOHN CAPOCCIA	6030 BOARD EXPENSES	<u>100.00</u>

**SAN GABRIEL VALLEY MVCD
Claims List May 2017**

		BM of 5/12/17		100.00
14579	05/18/2017	JOSEPH LEON	6030 BOARD EXPENSES	100.00
		BM of 5/12/17		100.00
14580	05/18/2017	JOSEPH ROCHA	6030 BOARD EXPENSES	100.00
		BM of 5/12/17		100.00
14581	05/18/2017	JULI COSTANZO	6030 BOARD EXPENSES	100.00
		BM of 5/12/17		100.00
14582	05/18/2017	KENN K. FUJIOKA	2100 PAYROLL LIABILITIES (Employee Contribution (7%))	201.21
		Reimburse 414H		201.21
14583	05/18/2017	MANUEL GARCIA	6030 BOARD EXPENSES	100.00
		BM of 5/12/17		100.00
14584	05/18/2017	MEDICAL EYE SERVICES	6070 Vision Premiums (Vision Premiums)	259.24
		171273199501		259.24
14585	05/18/2017	MEDICAL WASTE MANAGEMENT FUND	6250 LABORATORY SUPPLIES	25.00
		2017 MW 42989		25.00
14586	05/18/2017	MELVIN C. COOK	2100 PAYROLL LIABILITIES (Employee Contribution (7%))	121.64
		Reimburse 414H		121.64
14587	05/18/2017	MIKE SPENCE	6030 BOARD EXPENSES	100.00
		BM of 5/12/17		100.00
14588	05/18/2017	PRAXAIR DISTRIBUTION	6250 LABORATORY SUPPLIES	16.64
		77208605	6250 LABORATORY SUPPLIES	30.30
			6250 LABORATORY SUPPLIES	80.70
			6250 LABORATORY SUPPLIES	30.00
			6250 LABORATORY SUPPLIES	37.50

**SAN GABRIEL VALLEY MVCD
Claims List May 2017**

			6250 LABORATORY SUPPLIES	17.09
				<u>212.23</u>
14589	05/18/2017	RICHARD BARAKAT BM of 5/12/17	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
14590	05/18/2017	ROBERT KENNEDY Reimburse premium	6072 Medl premiums- Retired EE (Medical premiums - Reti	172.48
				<u>172.48</u>
14591	05/18/2017	ROBERT NEHER BM of 5/12/17	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
14592	05/18/2017	ROGER CHANDLER BM of 5/12/17	6030 BOARD EXPENSES	100.00
				<u>100.00</u>
14593	05/18/2017	SAM MCKEEVER Boot Reimburse	6332 Uniforms (Uniforms)	175.00
				<u>175.00</u>
14594	05/18/2017	SOCALGAS 10313904, 13608951	6341 Utilities (Meter # 10313904 Acc # 057 518 2100 9 fo 6341 Utilities (Meter # 10313904 Acc # 057 518 2100 9 fo	99.98 40.67
				<u>140.65</u>
14595	05/18/2017	SSD SYSTEMS INC/MC NEILL SECURITY SY: 1232609A, 1212485A	6040 Building Maintenance 6040 Building Maintenance	11.91 11.91
				<u>23.82</u>
14596	05/18/2017	STAPLES CREDIT PLAN 6035517820299187	6270 OFFICE SUPPLIES 6270 OFFICE SUPPLIES 6270 OFFICE SUPPLIES 6270 OFFICE SUPPLIES 6270 OFFICE SUPPLIES 6270 OFFICE SUPPLIES	393.64 8.69 46.45 5.13 42.30 193.42
				<u>689.63</u>

2:22 PM
05/31/17

SAN GABRIEL VALLEY MVCD
Claims List May 2017

14597	05/18/2017	TIM SANDOVAL	6030 BOARD EXPENSES	100.00
		Bm of 5/12/17		<u>100.00</u>
14598	05/18/2017	TPx COMMUNICATIONS	6315 Monthly Internet Charges (Monthly Internet Charges)	899.00
		90528437-0	6320 Office phones (Office phones)	919.12
				<u>1,818.12</u>
14599	05/18/2017	VERIZON WIRELESS	6312 Monthly District Field Ph (Monthly District Field Phone)	500.85
		9785464276	6312 Monthly District Field Ph (Monthly District Field Phone)	1,247.35
				<u>1,748.20</u>
		Total Accounts Payable 5/18/2017		50,574.97
		Total Accounts Payable for May 2017		106,706.21
		Total Payroll for May 2017		248,069.15
		see attached		
		Trust Warrant 663		354,775.36

**San Gabriel Valley MVCD
Payroll for May 2017**

Department	May 4, 2017	May 4, 2017	May 5, 2017	May 18, 2017	TOTAL
OFFICERS	15,199.32	24,939.30	35,124.74	5,106.40	80,369.76
ADMINISTRATION	9,421.64			9,471.64	18,893.28
FIELD TECHNICIANS	32,932.60			30,341.18	63,273.78
EDUCATION	6,377.16			6,377.16	12,754.32
VECTOR ECOLOGIST	18,599.88			18,169.09	36,768.97
SEASONAL WORKERS	11,985.64			11,878.47	23,864.11
Gross Payroll	94,516.24	24,939.30	35,124.74	81,343.94	235,924.22
Employer Taxes	1,615.21	361.62	506.50	1,449.52	3,932.85
Car Allowance	1,300.00			-	1,300.00
Employee Benefit-Med	3,589.87			3,322.21	6,912.08
TOTAL PAYROLL	101,021.32	25,300.92	35,631.24	86,115.67	248,069.15

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 92% of Year Completed
May 31, 2017

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	36,656.89	415,553.21	545,604.00	130,050.79	76.16	
Salaries - Non Exempt	96,792.24	1,015,225.70	1,209,138.00	193,912.30	83.96	
Salaries - Overtime	1,684.41	1,684.41	1,500.00	(184.41)	112.29	Multi agency Zika project
Salaries - Vacation	55,265.53	138,451.69	70,000.00	(68,451.69)	197.79	Retirement pay out - 2 employees
Salaries-Holiday	1,149.74	86,762.36	69,400.00	(17,362.36)	125.02	
Salaries, Sick Pay	21,072.85	80,060.68	52,000.00	(28,060.68)	153.96	Retirement pay out - 2 employees
Salaries, Part-time - XH	23,302.56	226,753.87	178,000.00	(48,753.87)	127.39	seasonals
Management Car Allowance	1,300.00	9,300.00	9,600.00	300.00	96.88	
Cafeteria Benefit	19,637.87	234,207.34	260,000.00	25,792.66	90.08	
Hlth Benefits, Ret Emps	300.48	3,586.26	5,520.00	1,933.74	64.97	
Medicare	3,472.35	28,274.51	32,500.00	4,225.49	87.00	
Retirement - Employer	19,246.43	206,776.00	252,000.00	45,224.00	82.05	
Social Security	460.50	9,306.71	7,766.00	(1,540.71)	119.84	seasonals
Post Retirement Benefits	0.00	50,000.00	50,000.00	0.00	100.00	One time expense
TOTAL PERSONNEL EXPENSES	280,341.85	2,505,942.74	2,743,028.00	237,085.26	91.36	
OPERATING EXPENSES						
Awards	0.00	1,736.38	1,500.00	(236.38)	115.76	Plaques and service pins
Bank Charges	590.65	2,224.29	9,800.00	7,575.71	22.70	
Board expenses	1,869.48	24,458.73	29,200.00	4,741.27	83.76	
Computer Hardware	6,244.78	16,459.60	25,000.00	8,540.40	65.84	
Computer Software	288.00	13,500.66	11,000.00	(2,500.66)	122.73	service renewals
Building maintenance	1,453.95	30,392.30	39,500.00	9,107.70	76.94	
Maintenance, equipment	0.00	5,520.00	8,900.00	3,380.00	62.02	
Maintenance, grounds	10.83	1,459.52	4,000.00	2,540.48	36.49	
Computers ,Maintenance	2,400.00	30,365.00	35,000.00	4,635.00	86.76	
Lease Equipment	1,385.75	33,392.77	26,000.00	(7,392.77)	128.43	Annual telephone system lease
Fees & Assessments	104.00	4,252.20	3,800.00	(452.20)	111.90	LAFCO fees
Hiring expenses	69.95	3,334.90	5,000.00	1,665.10	66.70	
VCJPA General Fund	0.00	9,848.00	9,137.00	(711.00)	107.78	one time fee
Insurance, liability	0.00	33,787.00	55,863.00	22,076.00	60.48	
Workers Comp Insurance	0.00	94,186.00	96,081.00	1,895.00	98.03	
Other Insurance	0.00	1,103.22	2,000.00	896.78	55.16	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 92% of Year Completed
May 31, 2017

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Insurance, property	0.00	9,528.00	9,791.00	263.00	97.31	
Insurance, unemployment	1,085.09	10,267.35	25,000.00	14,732.65	41.07	
Legal	5,883.00	31,848.62	12,000.00	(19,848.62)	265.41	District business
Memberships	1,100.00	17,126.00	20,000.00	2,874.00	85.63	
Miscellaneous expenses	251.04	2,323.13	3,000.00	676.87	77.44	
Postage	122.93	5,208.11	3,500.00	(1,708.11)	148.80	Abatement letters
Prof. Services, Auditor	0.00	13,585.00	16,000.00	2,415.00	84.91	
Professional Services	0.00	37,416.07	40,000.00	2,583.93	93.54	
Research	0.00	8,000.00	8,000.00	0.00	100.00	Barker Grant
Seminars and meetings	8,644.84	36,902.54	40,000.00	3,097.46	92.26	
Tuition Reimbursement	0.00	4,314.50	8,000.00	3,685.50	53.93	
Supplies, laboratory	15,890.60	72,352.83	50,000.00	(22,352.83)	144.71	PCR equipment
Supplies, mechanical	2,830.53	14,969.44	30,000.00	15,030.56	49.90	
Supplies, gasoline	3,777.44	33,988.15	55,000.00	21,011.85	61.80	
Supplies, office	2,365.24	16,314.13	18,000.00	1,685.87	90.63	
Supplies, operations	1,176.51	7,348.13	18,000.00	10,651.87	40.82	
Supplies, pesticides	1,611.25	16,003.42	50,000.00	33,996.58	32.01	
Supplies, public informat	2,055.64	29,508.45	35,000.00	5,491.55	84.31	
Supplies, reference	0.00	1,078.94	2,000.00	921.06	53.95	
Supplies, safety	0.00	11,415.85	10,000.00	(1,415.85)	114.16	Safety boots and equipment
Surveillance, Aerial	0.00	0.00	15,000.00	15,000.00	0.00	
Tax Collection	0.00	98,835.06	100,000.00	1,164.94	98.84	one time fee
Communications, field	1,748.20	19,098.11	26,000.00	6,901.89	73.45	
Telephone, Internet	899.00	9,889.00	12,000.00	2,111.00	82.41	
Telephone , Office	919.12	17,115.86	13,000.00	(4,115.86)	131.66	New telephone equipment
Training , CEU's	655.00	5,445.00	5,000.00	(445.00)	108.90	certification renewals
Uniforms and clothing	175.00	13,998.25	16,500.00	2,501.75	84.84	
Utilities, Electric	2,442.14	30,058.68	39,000.00	8,941.32	77.07	
Utilities, Natural Gas	140.65	2,309.73	3,200.00	890.27	72.18	
Utilities, Water	108.68	1,225.26	2,200.00	974.74	55.69	
Automobile Lease	6,106.76	60,835.83	63,000.00	2,164.17	96.56	
TOTAL OPERATING EXPENSES	74,406.05	944,330.01	1,109,972.00	165,641.99	85.08	
TOTAL EXPENSES	354,747.90	3,450,272.75	3,853,000.00	402,727.25	89.55	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 92% of Year Completed
May 31, 2017

	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	1,326,200.00	1,326,200.00	0.00
Reserve, Capital & Asset	0.00	0.00	612,923.00	612,923.00	0.00
TOTAL RESERVES	0.00	0.00	2,039,123.00	2,039,123.00	0.00

San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting
May 12, 2017
Minutes

Trustees Attending

- 1 Roger Chandler (Arcadia)
- 2 Joseph Rocha (Azusa)
- 3 Corey Calaycay (Claremont)
- 4 Henry Morgan (Covina)
- 5 Andre Quintero (El Monte)
- 6 Charles Myers (Glendora)
- 7 Abraham Cruz (Industry)
- 8 Dan Holloway (La Puente)
- 9 Robert Neher (La Verne)
- 10 Becky Shevlin (Monrovia)
- 11 Joseph Leon (Monterey Park)
- 12 Tim Sandoval (Pomona)
- 13 Bill Alarcon (Rosemead)
- 14 Juli Costanzo (San Gabriel)
- 15 John Capoccia (Sierra Madre)
- 16 Mike Spence (West Covina)

Trustees Absent

1. Stephen Sham (Alhambra)
2. Richard Barakat (Bradbury)
3. Jamie Bissner (Co. of LA)
4. Margaret Finlay (Duarte)
5. Manuel Garcia (Irwindale)
6. Emmett Badar (San Dimas)
7. Cynthia Sternquist (Temple City)
8. Mary Su (Walnut)

Staff Attending

Jared Dever
 Rose Alba
 Jason Farned
 Esther Elliott
 Marta Tanaka
 Carol Anne Hagele
 Kim Nelson

1. Call to Order

Vice President Corey Calaycay called the meeting to order at 7:00 AM.

2. Pledge of Allegiance and Silent Roll Call

District Manager Jared Dever led the Pledge of Allegiance.

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

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

A. List of Claims for April 2017

B. Budget Status Report for April 2017

C. Minutes of Board of Trustees Meeting April 2017

D. Operations Report

E. Surveillance Report

F. Education Program

G. March 2017 Monthly Treasurer Report / District Working Balance for May 2017

5. Consider Nominating a Candidate for Southern Network, Seat C on the California Special District Association (CSDA) Board of Directors for the 2018-2020 Term

There were no nominations or volunteers for the CSDA's request for a candidate.

A motion by Trustee Chandler to support CSDA incumbent Arlene Schaffer was seconded by Trustee Morgan and unanimously approved.

6. Consider Resolution 2017-03 Joint Resolution of the Board of Supervisors of the County of Los Angeles and the Governing Bodies of the San Gabriel Valley Mosquito and Vector Control District and the City of Pasadena Approving and Accepting the Negotiated Exchange of Property Tax Revenue Resulting From Annexation No. 2016-34 to the San Gabriel Valley Mosquito and Vector Control District

A motion by Trustee Quintero to approve joint Resolution 2017-03 of the Board of Supervisors of the County of Los Angeles County, the District, and the City of Pasadena approving and accepting the negotiated exchange of property tax revenue resulting from annexation No. 2016-34 for the City of Pasadena. The motion was approved by sixteen Trustees, a majority of the Board present. Eight Trustees were absent.

Jared reported that annexation of the City of Baldwin Park to the District was adopted by their City Council and was sent to LAFCO for processing.

7. District Administration

District Manager Jared Dever reported he has been reviewing District's policies and interviewing staff. He has determined that there are deficiencies in our Personnel and Salary Resolution (PSR) that need to be corrected at the earliest point possible.

Jared requested the June 9, 2017 Board of Trustees meeting be moved to begin at 8:00 AM in order to allow the proposed PSR amendments to be reviewed by the Personnel and Policy Committees meeting at 7:00 AM. The Committees will review the proposed amendments which will then be taken to the 8:00 AM Board meeting with their recommendation. Approved amendments would become effective July 1, 2017.

The Personnel and Policy Committees will meet at 7:00 AM and the Board will meet at 8:00 AM on June 9, 2017.

The Board will receive descriptions of the proposed amendments to the PSR in the agenda packets mailed prior to the meeting. The Board will have the opportunity to give feedback prior to the final approval.

Trustee Neher reported he will be in Montana for the next few months and recommended getting a replacement on the Personnel Committee. Vice President Calaycay will advise President Bissner accordingly.

8. Disease Surveillance

Reporting for Scientific Programs Manager Wakoli Wekesa, Jared stated that West Nile virus positive mosquitoes have been verified in the city of San Dimas. Surveillance and field staff have been instructed to take extra measures in that area.

9. Trustee Reports

Trustee Chandler reported that Public Information Officer Jason Farned will give a presentation to the Arcadia City Council on June 20, 2017.

10. New Business

Corey reported that the Finance Committee will meet immediately after the Board adjourns.

11. Adjournment

No motion. The Board adjourned at 7:12 AM.

**The Finance Committee
will meet Immediately after the Board Adjourns**

**Margaret Finlay, Chairperson
Jamie Bissner
Joseph Leon
Henry M. Morgan**

**Joe Rocha
Stephen Sham
Andre Quintero**

Operations Report

May 2017

1. Underground Storm Drain Systems

Summary: The Underground Storm Drain (USD) team officially commenced a collaboration effort with the Greater Los Angeles County Vector Control District for 2017. With the assistance of the USD team at Greater LA, we initiated monthly treatments of all underground storm drain systems in the city of El Monte. The goal is to treat the underground systems in El Monte and South El Monte simultaneously for a thorough inspection and treatment across the border of these two cities. After evaluation of this similar effort conducted in 2016, efforts from both Districts in treating the underground storm drain systems significantly suppressed mosquito numbers both below and above ground. The USD team also inspected and treated areas in the District known for West Nile Virus (WNV) activity. Below is a summary of work accomplished for the month of May:

Geocoding: The USD team geocoded the first two weeks of the month since regular inspections and treatments would commence. A total of 590 manholes were geocoded in to our GIS system. The cities of Rosemead and San Gabriel are now finished and Claremont approximately 35% complete. The USD team has geocoded a total of 15 cities thus far.

Trapping:

La Verne

We set five CO₂ traps and one gravid mosquito trap in two underground systems in response to a service request reporting adult mosquito activity in close proximity. The CO₂ traps captured 15 adult mosquitoes with a mean of 3 per trap and the gravid trap captured a total of 53 mosquitoes.

Arcadia

We set six CO2 traps in one underground system around the perimeter of the Santa Anita Mall. These traps captured a total of 236 mosquitoes with a mean of 39.3 per trap. Mosquitoes from these traps tested positive for WNV.

San Gabriel (Unincorp.)

We set seven CO2 traps and one gravid mosquito trap in two different underground systems that drain in to Eaton Wash Flood Channel. The CO2 traps captured 2 adult mosquitoes with a mean of .29 per trap and the gravid trap captured 2 adult mosquitoes. There was a great reduction in mosquitoes captured compared to the month of April when an underground treatment had not been conducted.

San Dimas

We set eleven CO2 traps in various underground systems around a ½ mile perimeter of two areas known for previous WNV activity. These traps captured a total of 35 mosquitoes with a mean of 3.2 per trap.

Treatments:

San Gabriel & San Gabriel (Unincorp.)

We inspected 112 drains and treated 84 in two underground systems that drain in to the Eaton Wash Flood Channel and various underground systems surrounding Norman's Nursery.

La Verne

We inspected 5 drains and treated 5 in one underground system that drains in to the Puddingstone Flood Channel.

El Monte

We inspected 114 drains and treated 81 in various underground systems through the northern part of El Monte.

Arcadia

We inspected 55 drains and treated 38 in one underground system surrounding the Santa Anita Mall and various systems in close proximity to Santa Anita Mall and the Santa Anita Park Racetrack.

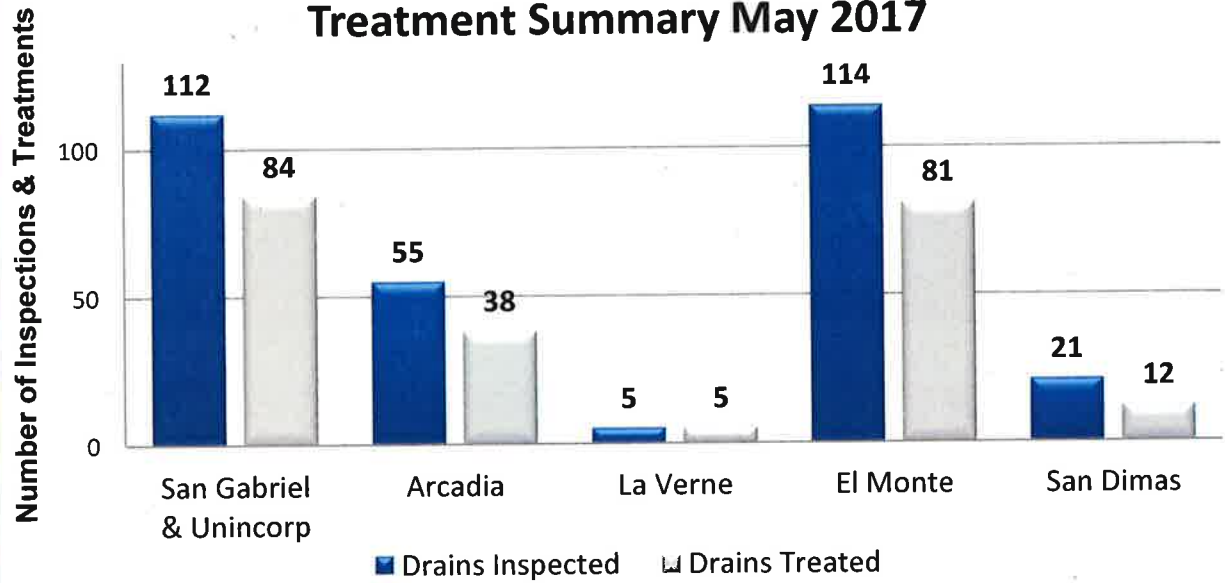
San Dimas

We inspected 21 drains and treated 12 in various underground systems in a ½ mile perimeter of Briggs Point Park, a known location with historical WNV activity.

The underground team inspected a total of 339 drains and inspected 233. 68% of all drains inspected were treated. This is the first complete month of inspections and treatments. Given what the USD team has encountered thus far, it looks like we can anticipate a busy season.

In June, we will focus our efforts using surveillance traps along with historical data to guide us to high infested areas and areas with known historical WNV activity. We hope that our inspections and treatments will produce a noticeable decrease in the number of mosquitoes in above-ground sources. We anticipate that WNV will continue to surface in our district, and as time and resources permit, the underground team will inspect and treat those areas where the virus is present. We will also continue our joint effort with Greater LA in the city of El Monte.

Underground Storm Drain Treatment Summary May 2017



2. Operations Zone Breeding and Chemical Report for May 2017

Zone	Mosquitoes	Black Flies
1	74 / 137	0 / 0
% breeding	54.01%	0.00%
2	42 / 123	3 / 4
% breeding	34.15%	75.00%
3	12 / 121	2 / 5
% breeding	9.92%	40.00%
4	86 / 242	0 / 0
% breeding	35.54%	0.00%
5	39 / 117	0 / 0
% breeding	33.33%	0.00%
6	44 / 114	7 / 7
% breeding	38.60%	100.00%
7	32 / 196	1 / 1
% breeding	16.33%	100.00%
8	31 / 100	0 / 0
% breeding	31.00%	0.00%
9	39 / 91	1 / 3
% breeding	42.86%	33.33%
10	40 / 164	1 / 2
% breeding	24.39%	50.00%
Total	439 / 1405	15 / 22
This month % breeding to date	31.2%	68.2%

Pesticides Used	
Product	Amount
Agnique MMF® (ounces)	0.00
Altosid Liquid® (ounces)	0.00
Altosid XR® (briquets)	45.00
Altosid WSP® (pouches)	99.00
Coco Bear® (ounces)	554.14
Gambusia (fish)	206.00
Golden Bear® (ounces)	0.00
Kontrol® (ounces)	61.33
Maki® (pounds)	0.00
Metalarv S-PT® (pounds)	12.87
Natular G30® (pounds)	0.78
Natular T30® (tablets)	59.00
Natular XRT® (tablets)	48.00
Sustain MBG® (pounds)	15.20
Vectobac 12AS® (ounces)	1679.93
Vectobac WDG® (pounds)	0.00
Vectolex WDG® (pounds)	0.00
VectoMax WSP® (pouches)	193.00
VectoMax FG® (pounds)	4.59

Zone 1: **Steven Gallegos** - Alhambra, Monterey Park

Zone 2: **Leslie Conner** - Altadena, San Gabriel, and County areas

Zone 3: **Benjamin Waswa** - Arcadia, Sierra Madre

Zone 4: **Ignacio Urena** - El Monte, Rosemead and County areas

Zone 5: **Hendricks Pena** - Bradbury, Duarte, Irwindale, Monrovia

Zone 6: **Antonio Bishop** - Azusa, Glendora and County areas

Zone 7: **Darrin Jones** - West Covina and County Areas

Zone 8: **Marco Gaytan** - Covina, Industry, La Puente, Walnut
and County Areas

Zone 9: **Marc Mitchell**: San Dimas, La Verne and County Areas

Zone 10: **Gilbert Holguin**: Claremont, Pomona

3. Operations Activities for the Month of May 2017

District Cities	Mosq Insp	Mosq Trmts	Area Treated (Ac)	Blackfly Insp	Blackfly Trmts	Mosq SRs	Fish SRs	Rodent SRs	Blackfly, Midge, other
Alhambra	103	52	0.022	0	0	1	0	0	0
Altadena	31	10	0.036	0	0	2	0	0	0
Arcadia	106	9	0.035	0	0	0	0	0	0
Azusa	44	19	0.960	21	14	3	0	0	0
Bradbury	9	1	0.001	0	0	0	0	0	0
Claremont	52	15	0.017	0	0	2	0	0	0
Covina	29	8	0.008	0	0	2	0	0	0
Duarte	23	13	0.008	0	0	1	0	0	0
El Monte	174	55	0.043	0	0	3	0	0	0
Glendora	67	27	0.205	1	1	4	0	0	0
Industry	13	6	0.058	0	0	0	0	0	0
Irwindale	20	9	0.094	0	0	0	0	0	0
LA County	142	33	0.130	0	0	4	0	0	0
La Puente	31	11	0.011	0	0	0	0	0	0
La Verne	30	14	0.038	0	0	6	1	1	0
Monrovia	27	8	0.015	0	0	2	1	0	0
Monterey Park	34	22	0.010	0	0	0	1	0	0
Pomona	112	25	0.065	0	0	4	0	0	0
Rosemead	50	26	0.011	0	0	3	0	0	0
San Dimas	38	18	1.026	0	0	4	1	0	0
San Gabriel	34	16	0.003	0	0	3	0	0	0
Sierra Madre	15	3	0.000	0	0	0	0	0	0
Temple City	38	8	0.004	0	0	2	0	0	0
Walnut	25	4	0.019	0	0	0	0	0	0
West Covina	158	27	1.932	0	0	5	0	1	0
Totals	1405	439	4.751	22	15	51	4	2	0

Summary: Operations is always looking for alternative control techniques and what can be done to improve the outcome with Integrated Vector Management. This month lead us into discussions with a homeowner association in attempt to resolve a habitual black fly producing habitat. The Rainbow Lake Anglers Club in Azusa has a waterfall feature that runs 24/7, and as it flows into their lake it provides ideal conditions for

larval development. The solution that we discussed was similar to most ponds that have a balance of agitation for the right amount of time to prevent stagnant water for mosquitoes and set a schedule for the flow to be shut off to prevent the emergence of black flies.

Some of the flood channels that were dry in the previous three to four years are now receiving water releases due to the water levels at debris basins and dams. The San Gabriel Dam just three miles north of Morris Dam is filled to the top of the spillway and they have begun releasing water down to Morris to lower the level. This will surge the black fly larval development as well as the influence on populations to the South, inside of the district.

Service requests levels seemed average for the month. Small rain events in the middle of the 90 degree weather patterns were unfortunate when trying to resolve the previously cleaned out pools from weeks prior. These rains require staff to return a week later to once again, unresolved pools.

We focused our time towards tracking down the underground entry for a system that runs to an unresolved outlet drain on Valley Blvd. in the city of Industry. Year after year, this location has relentlessly rebounded to any treatment we used on it. If we know what water source is feeding into the system then we might be able to approach the problem from both ends and achieve better control. One of the possible locations leads in from the Pacific Palms Resort near Azusa Ave./Industry Hills Pkwy. One possible approach to consider is using a dye to determine the correlation to each entrance.

West Nile virus (WNV) activity:

On Friday, May 5th, 2017, a mosquito pool tested positive for (WNV) in a collection from Bonelli Park, San Dimas. The gravid trap was placed near a pathway located within the

inactive equestrian center at the park. On Monday, May 8th, 2017, the inactive equestrian center was inspected and numerous feeding troughs were found holding water which was heavily infested with immature mosquitoes. The containers were flipped over to remove the water and to prevent future water accumulation.

Within the RV camping area at Bonelli Park, is a large open drain that was also found to be infested with early stage immature mosquitoes and that area was treated.

Puddingstone Creek is a natural channel of water that is fed by concrete bottom flood channels which provides the water that feeds Puddingstone Reservoir which is the lake at Bonelli Park. The creek was inspected and mosquito larvae were present. Due to the size of the creek, using a granule blower applicator would be required. Returning the following day, a 200 cfs water release was in effect flowing through the creek being fed by one of the concrete flood channels. The water release prevented the need for a treatment. Additionally, on May 8th, a creek that flows next to Raging Waters theme park was inspected and treated for the mosquito larvae infestation.

On May 15th, numerous sources within Raging Waters theme park were found to be holding water which probably accumulated from past rains during the off-season of the park. Those areas were treated and the park's management was notified. Our inspection routine was also explained so we can continue to inspect throughout the year. Continued trapping and searching for new sources will continue throughout the area.

4. Abatement Report for the Month of May 2017

Letters, Notices and Warrants:

The table below summarizes the activities for the abatement process in the month of May 2017.

Uncooperative residents or property owners receive letters requesting access to inspect. If letters are ignored, inspection warrants are then obtained. Property owners who failed to comply with specialists suggestions to resolve vector related concerns are issued either notices of correction, violation or public nuisance.

Please note that for the month of May two correction, four violation and three public nuisance notices were issued. Additionally, five inspections letters were sent out and five warrants were obtained and executed.

	Letters Sent	Accessed	Warrant Needed	Notice of Correction	Notice of Violation	Notice of Public Nuisance
January	0	0	2	4	0	0
February	2	1	2	8	2	0
March	2	0	3	7	5	0
April	1	0	0	7	6	0
May	5	5	5	2	4	3
YTD/2017	10	6	12	28	17	3

1. Abatement Program Progress

Shown below are three pools and one large pond that were all in a non-functional state. All four were successfully resolved this month with the use of abatement corrective notices and/or District policy. Three properties did not have to go before the abatement hearing committee.

a. Walnut California – Zone 8/Specialist Marco Gaytan



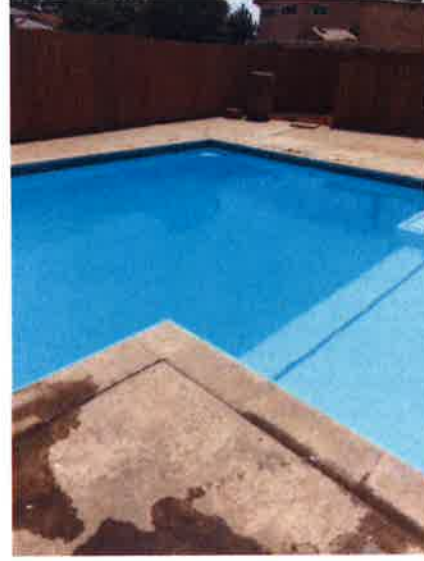
This property came to the attention of the District by way of a Service Request reporting a green pool. Specialist Marco Gaytan was unable to access the property. Specialist Gaytan obtained an inspection warrant. Specialist Ignacio Urena executed the warrant and upon inspecting the pool found mosquito breeding and applied pesticides accordingly. Two correction notices were subsequently issued which prompted the owner of the property to restore her pool. The pool is now in a clean and functional state.

b. San Dimas – Zone 9/Specialist Marc Mitchell



The occupants at this property suddenly stopped allowing Specialist Marc Mitchell access to inspect and treat the ponds if necessary. Specialist Mitchell issued door hanger notices, left voicemail and text messages and finally sent out a formal inspection letter. Due to no reply from the residents, he then obtained a warrant and executed it on the property. Upon his arrival on the day and time, the warrant indicated he would return, the gate was left open and a pool service company was present restoring the ponds to a clean and functional state.

c. Duarte, California – Zone 6/Specialist Hendricks Pena



The owners of this property bought it not knowing that the pool was non-functional and breeding mosquitoes. Specialist Hendricks Pena explained the District policy to them and once they were aware of the public health risk, they understood that taking care of their pool was a top priority. Specialist Hendricks Pena communicated with the owners on the restoration process and four months later the pool was restored to a clean and functional state.

d. Claremont – Zone 10/Specialist Gilbert Holguin

This property came to the attention of the District by way of a Service Request reporting an un-maintained pool. Specialist Gilbert Holguin was unable to access the property. Specialist Holguin obtained an inspection warrant. Specialist Holguin executed the warrant and upon inspecting the pool found mosquito breeding and applied pesticides accordingly. The property owner was issued one notice of correction, two notices of violation and a notice of public nuisance, and an additional warrant was obtained before the pool was restored to a clean and functional state.



2. Comments

The District is making progress through the Abatement program as illustrated and summarized above. District staff evaluates the situation and determines the proper steps to take with the use of notices, letters and availability of warrants that the abatement process provides. As we continue refining the abatement program, we look forward to increased cooperation from our residents for the overall mutual benefit of Public Health.

Surveillance Activities during May 2017

I. Mosquito Collections and Mosquito Pools for Arbovirus Surveillance

Location	Mean mosquitoes per trap	
	CO ₂	Gravid
LA Arboretum – Arcadia	4.0*	14.3*
Santa Anita Drains - Arcadia	39.3*	
Hollenbeck Park - Covina	3.5*	86.5*
California Country Club- Industry	2.5*	82.6*
Santa Fe Dam – Irwindale	1.5	76.5*
La Verne Drains - La Verne	3.2*	53.0*
Live Oak Cyn Rd - La Verne	0.0	19.0*
Monrovia Cyn Pk – Monrovia	3.5*▪	6.6*
Monrovia Wilderness Reserve- Monrovia	0.5	22.5*
Bonelli Pk (5/3) – San Dimas	0.5*	70.0*
Bonelli Pk (5/31) – San Dimas	2.0*	42.5*
Calle Liseta – San Dimas	10.0	39.5*
Raging Waters – San Dimas	0.3	28.3*
Walnut Creek Park (5/2) – San Dimas	9.0	17.0*
Walnut Creek Park (5/31) – San Dimas	5.0	25.5*
San Gabriel/Norman’s Drains – San Gabriel	0.4*	2.0*
Bailey Cyn Pk – Sierra Madre	18.0▪	
Galster Park – West Covina	20.3*	25.0*

* Mosquito pool(s) tested

▪ Black flies present

In May, mosquitoes collected within the District tested positive for WNV from the cities of Arcadia and San Dimas. In California, 12 mosquito pools from five counties have tested positive for WNV in 2017.

II. Dead Birds

During May, an American crow collected in Temple City was positive for West Nile virus. It was the first and only dead bird testing positive within the District in 2017. In California, there have been eight dead birds from five counties positive for WNV in 2017.

III. Sentinel Chicken Sera

No sentinel chickens in California have tested positive for WNV in 2017.

IV. Human Illness

The only case of human infection with West Nile virus in California for 2017 was reported from Kings County in April.

V. 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°
May 2017	74.6/58.9	76.1/56.1	77.3/56.2	77.5/58.9	79.9/55.7	80.9/56.6
May 2016	71.5/58.6	72.3/55.9	72.8/56.3	71.2/56.1	75.8/55.3	83.9/59.3
May 2015	71.5/57.1	72.4/56.2	73.2/56.2	n/a	74.8/54.9	76.1/56.0
May 2014	80.0/61.2	81.3/59.9	83.8/60.8	81.9/60.5	84.7/58.8	86.7/60.0
May 5-yr mean	74.9/59.0	76.9/57.5	77.7/57.9	n/a	79.9/57.1	81.1/57.9
May 2004	79.5/60.7	80.4/58.5	81.5/59.9	86.0/57.1	82.4/57.6	

Precipitation

	LA Civic Ctr	Burbank	Pasadena	San Gabriel	Ontario	District
May 2017	0.22	0.13	0.36	0.00	0.56	0.79
May 2016	0.05	0.02	0.71	1.79	1.27	0.64
May 2015	0.93	0.30	1.20	n/a	0.94	0.52
May 2014	0.00	0.00	0.00	0.00	0.00	0.00
May 5-yr mean	0.34	0.23	0.54	n/a	0.51	0.31
May 2004	0.00	0.00	0.00	0.00	0.00	

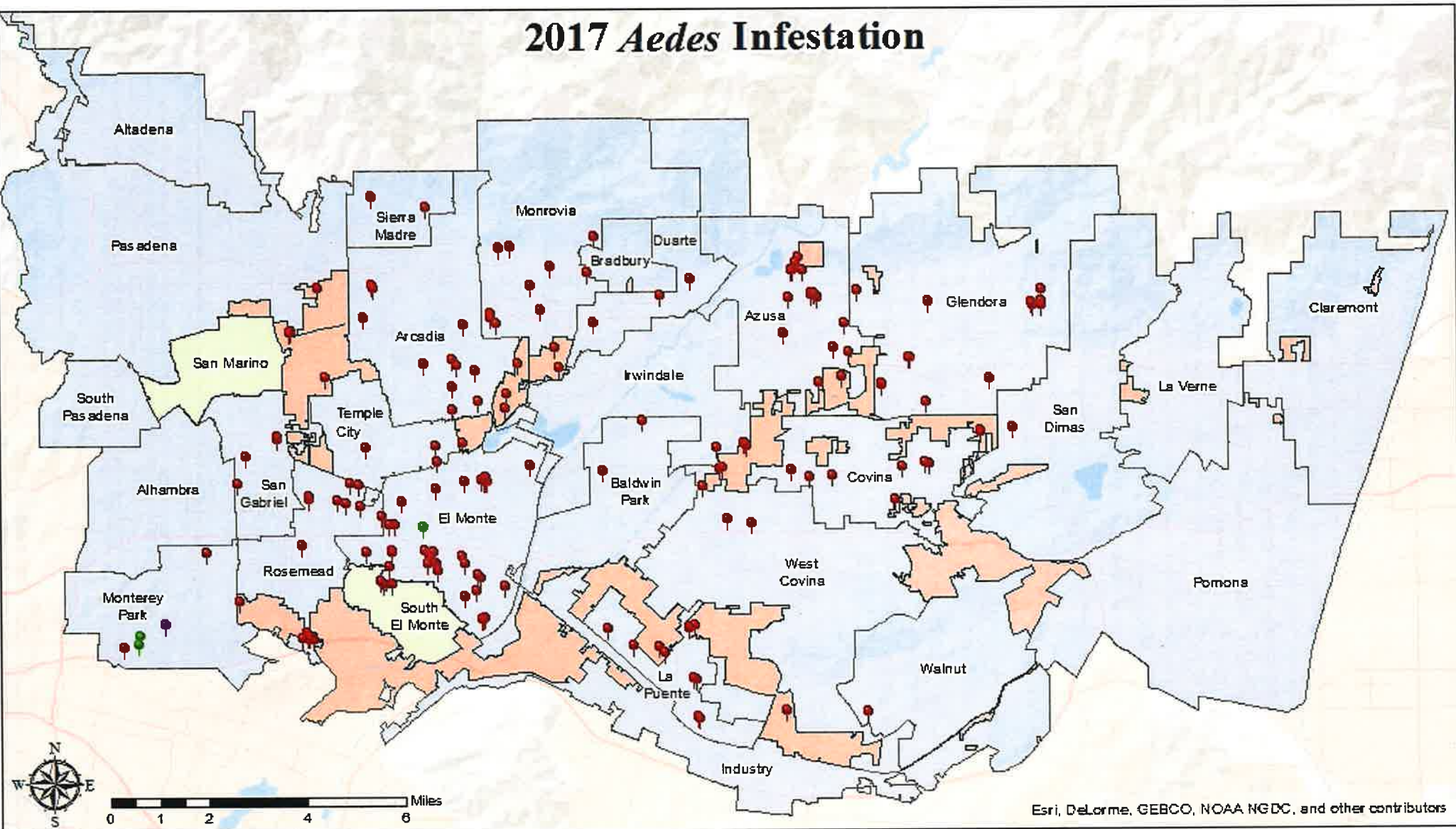
VI. *Aedes albopictus*

In May, there were 203 sites positive for *Aedes albopictus* and one site positive for *Ae. aegypti* out of 1562 sites inspected. In 2017, *Ae. albopictus* has been found at a total of 203 sites, *Ae. aegypti* at four sites, and one site for *Ae. notoscriptus*. Please see attached map.

VII. Black Fly

In April 2017, black fly adults were found in carbon-dioxide baited traps in the cities of Monrovia and Sierra Madre.

2017 *Aedes* Infestation



Esri, DeLorme, GEBCO, NOAA NGDC, and other contributors



Invasive Species

- *Ae. aegypti* (4)
- *Ae. albopictus* (189)
- *Ae. notoscriptus & aegypti* (1)
- District Cities
- LA County Cities
- LA Unincorporated

***Ae. albopictus* (20)**

Arcadia	Monrovia
Azusa	Monterey Park
Baldwin Park	Pasadena
Covina	Rosemead
Duarte	San Dimas
El Monte	San Gabriel
Glendora	Sierra Madre
Irwindale	Temple City
La Puente	Walnut
LA Unincorp.	West Covina

***Ae. aegypti* (2)**

El Monte
Monterey Park

***Ae. notoscriptus* (1)**

Monterey Park

Status of Education Program
 May 2017

Website

Our site saw 17,811 visitors in May, of which 387 were new unique visitors.

Social Media

See attached report

Updates

City Council Updates – San Gabriel, San Dimas

This year’s AMCA Washington DC conference was attended by Jared Dever, Wakoli Wekesa and Jason Farned. We met with representatives from the offices of Rep. Scott Peters, Rep. Norma Torres, Rep. Grace Napolitano, and Rep. Judy Chu and focused our outreach on issues concerning invasive *Aedes*, Zika and other *Aedes*-borne disease, consistent and reliable funding streams, and partnership opportunities. All of the representatives we spoke to were receptive and engaged. Existing relationships were strengthened and new connections were formed; in all, a successful trip.

A presentation was given to the public health aides for Azusa Unified School District that included health aids and district administrators. The presentation covered the impact of aggressive daytime biting by *Aedes* mosquitoes on school children and how schools can prepare for, recognize the signs of and prevent invasive *Aedes*.

Outreach Activities

Outreach Activities in May 2017		
	# Reached	City/Region
Literature, Fairs and Presentations		
San Jose Charter Academy 7 th Grade Science	136	West Covina
Sierra Madre Kiwanis	12	Sierra Madre
San Jose Academy VIP Assembly (7 th Grade Science)	136	West Covina
Parent Presentation for Charles H. Lee Elementary	6	Azusa
State Resources Fair	15	Baldwin Park
Hodge Elementary THINK Together Program	87	Azusa
Pomona Environmental Expo	12	Pomona
Cherrylee Elementary multiple grades (10 Presentations)	145	El Monte
Mountain View Elementary THINK Together Program	108	Azusa
Azusa Unified Health Aid Meeting	30	Azusa

	Kiwanis Presentation	12	Sierra Madre
	Literature Distributed by Staff for May	811	All Cities
Total # Reached For May			
	Total Outreach	1,510	
	Total Social Media Reach	15,200	

Upcoming Events for June:

1 Jun	Gladstone Street THINK Together After School Program	Azusa
2 Jun	Murray Elementary THINK Together Afterschool Program	Azusa
5 Jun	Valleydale THINK Together Afterschool Program	Azusa
9 Jun	SGVMVCD Board Meeting 7:00 AM Admin Board Room	West Covina
9 Jun	Rio Hondo School (3 First Grade classes)	Arcadia
14 Jun	Faith Community Roundtable Meeting (With Greater LA)	Los Angeles
20 Jun	City of Hope Safety Fair	Duarte

Social Media Report: May 2017



Top Tweet

SGVmosquito @SGVMosquito
 A wet winter means stagnant water for **#mosquitoes** to grow. Protect yourself by draining water from your yard **#FightTheBite #MosquitoWeek**

Impressions	861
Media views	80
Total engagements	22
Retweets	7
Media engagements	5
Detail expands	4
Likes	3

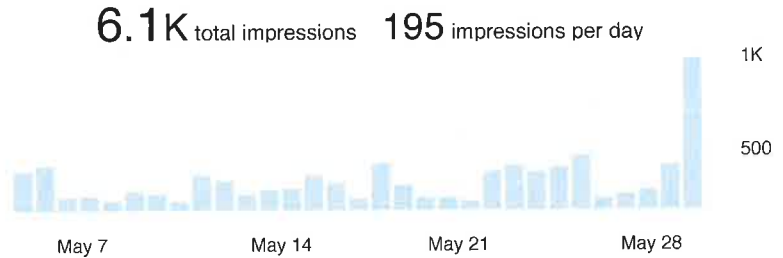
Summary

Tweets	10	Tweet impressions	6K
Mentions	3	Profile visits	129
New followers	14	Total followers	767

Engagement

	13 Total Link Clicks
	20 Total Likes
	13 Retweets

Tweet Daily Activity



Summary

Posts	10	Comments	44
Shares	96	Reactions	307
New followers	2	Total followers	4,551

Top Post



Mosquitoes Found In San Dimas Carrying West Nile Virus

Last year, 442 people in California became infected with the virus, 19 of those people died.

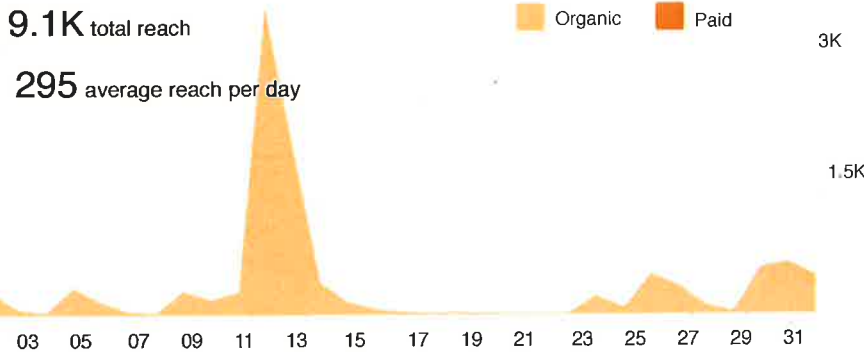
LOS ANGELES, CBSLOCAL.COM | BY CBS LOS ANGELES

5,319 People Reached

342 Reactions, Comments & Shares

87 Like	34 On Post	53 On Shares
2 Haha	0 On Post	2 On Shares
99 Wow	27 On Post	72 On Shares
26 Sad	10 On Post	16 On Shares
8 Angry	0 On Post	8 On Shares

Total Reach



June 1, 2017

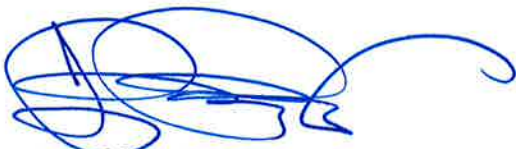
Item 4G

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

SUBJECT: June 1, 2017 District Working Fund Balance

May 1, 2017 balance:	\$4,158,140.04
May 1-31, 2017 expenditures:	\$354,775.36
June 1, 2017 Working Fund Balance:	\$3,803,364.68

Respectfully Submitted:



**Jared Dever
District Manager**

Treasurer's Report- April 2017
San Gabriel Valley Mosquito and Vector Control District

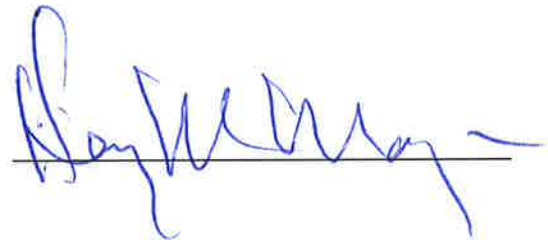
The attached Treasurer's Report is for April 2017.

The Total of All Funds Balance is \$4,812,756.21

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.

Authorized Board of Trustees Member

A handwritten signature in blue ink is written over a horizontal line. The signature is cursive and appears to read "Raymond".

**San Gabriel Valley Mosquito and Vector Control District
Treasurer's Report (based on Balance Sheet Detail Activity Report,
Period 10, FY 2017 received on June 1, 2017)**

Item 4G

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	0.88%	\$1,334,070.64	interest		LAIF Statement (Mar 2017)	\$1,334,070.64
Maturity Date: Perpetual						
Interest rate as of June 1, 2017						
Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	0.68%	\$2,169,438.51	Interest	\$2,279.31	ND 24 Per 10	\$2,897,947.75
			Misc. Credit	(\$0.96)	ND 24 Per 10	
			Trust Warrant 661	(\$299,100.43)	ND 24 Per10	
			Assessment	\$1,025,331.32	ND24 Per 10	
Maturity Date: Perpetual						
Interest rate as of March 30, 2017						
Investment Vehicle		Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund		\$200,000.00				\$200,000.00
			Deb Activity-Apr 2017	(\$657,898.79)	CB Statement	
			Sweep	\$358,798.36	April 2017	
			Trust Warrant 661	\$299,100.43		
Investment Vehicle		Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Sweep Account		\$454,630.89	Deb Activity-April 2017	(\$358,798.36)	CB Statement	\$380,737.82
			Deposit	\$284,905.29	Apr 2017	
Total Beginning Balance		\$4,158,140.04			Total End Balance	\$4,812,756.21

Date: June 9, 2017

Item 5

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

Subject: Consider Proposed DRAFT Budget for Fiscal Year 2017-2018

Reference: Attached

Background

The proposed budget for fiscal year 2017-18 has been approved by the Board's Personnel and Finance Committees. The important components of the proposed budget are discussed below.

Annexations

It is not certain whether the annexation process for the Cities of Baldwin Park, Pasadena, and South Pasadena will be completed in time for the District to collect benefit assessments for FY 2018. Currently all three cities have signed their negative tax exchange resolutions and now await the County Board of Supervisors to consider their applications to annex into the District. We hope that the annexations will be complete by June 30 of this year so we can begin providing services; we have increased the proposed number of staff to address this.

Converting Limited Term Positions

In Fiscal Year 2016, the District created and hired eight full-time limited term positions (three vector control specialists, two assistant vector ecologists, one office assistant, one data analyst, and one buildings and grounds maintenance worker) to address an increasing scope of work. Their work has only increased since then as invasive *Aedes* and their ability to transmit new diseases expands. We propose to convert six of these positions to regular full-time. The limited term office assistant and buildings and grounds maintenance worker positions will remain as listed term status.

Grants

For Fiscal Year 2018, the District will receive \$120,000 in federal Epidemiology and Laboratory Capacity (ELC) funding through the Los Angeles County Department of Public Health. We propose using these funds to support hiring three limited term vector control specialists to provide inspection and control for invasive *Aedes* in the District and possibly the cities of Baldwin Park, Pasadena, and South Pasadena.

Other New Positions

We propose budgeting for a limited term full-time Creative Services Specialist (Attachment 2). Previously, this was a seasonal position. However the District's Public

Information Officer and Education Specialist have reached the maximum number of events in which they can participate, and there is a growing demand for their services.

Also active participation in social media is now essential; this position will help the District increase and maintain its presence and deliver our message.

In Fiscal Year 2018 we propose increasing the resources for controlling mosquitoes in our underground storm drain systems which provides year round habitat for mosquitoes infected with West Nile virus. Also, invasive *Aedes* have been found in the underground system in the Greater Los Angeles County Vector Control District's jurisdiction; we think a similar situation could easily exist in our District. Data we collected last year indicate that controlling mosquitoes underground also reaps favorable results above ground. We propose hiring a limited term vector control specialist and two extra-help vector technicians who will inspect the District's underground storm drain system and control mosquitoes they find.

Cost of Living Allowance

The Board considers each year a Cost of Living Allowance based on the February federal Consumer Price Index (CPI) for the Los Angeles-Orange-Riverside County area (attached). For February 2017 The CPI is 2.5 percent. The impact to the budget is approximately \$70,000.

Assessment

The draft budget will not increase the assessment for FY 2017-2018. The benefit assessment for each parcel in the District will range from \$11.98 for single family units and up to \$20.00 for other parcel types.

Manager's Recommendation

Approve the proposed budget according to the Board's direction.

Fiscal Impact

A Fiscal Year 2017-2018 Budget of \$4,648,166

Respectfully submitted,



Jared Dever
District Manager

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

Date: June 9, 2017 Item 6

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

Subject Consider Amendments to Resolution 92-11, Personnel and Salary regarding Article VII, Employee Positions, Section 4, A, Professional Exemptions; Article VIII, Work Period, Section 5, Breaks and Cleanup Time; Article X, General Personnel Provisions, Section 1, Probation; Article X, General Personnel Exceptions, Section 5, Status of Limited Term Employees

Reference: Attached

Background

The Personnel and Salary Resolution (PSR) is periodically reviewed to ensure that District operational practices are in line with our adopted policies. The policies contained therein are further examined for strict adherence to federal and state legal standards, and industry best management practices. A recent examination of the PSR revealed several items in need of revision.

The Personnel Committee and Policy Committee have been asked to review Resolution 92-11, Personnel and Salary Resolution regarding the following:

- 1) **Article VII, Employee Positions, Section 4, A, Professional Exemptions; (Exhibit A)**
- 2) **Article VIII, Work Period, Section 5, Breaks and Cleanup Time; (Exhibit B)**
- 3) **Article X, General Personnel Provisions, Section 1, Probation; (Exhibit C)**
- 4) **Article X, General Personnel Exceptions, Section 5, Status of Limited Term Employees**

Manager's Recommendation

Approve amendments

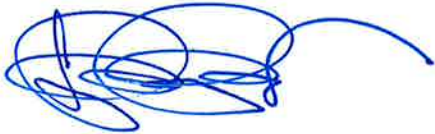
Alternatives

Make no changes or consider amendments at another meeting of this Board.

Fiscal Impact

None

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Jared Dever', with a long, sweeping tail extending to the right.

**Jared Dever
District Manager**

**RESOLUTION 92-11, PERSONNEL AND SALARY
ARTICLE VII, EMPLOYEE POSITIONS, SECTION 4, A, PROFESSIONAL
EXEMPTIONS;**

An exempt professional employee is any employee:

1. Whose primary duty consists of the performance of:
 - (a) Work requiring knowledge of an advanced type in a field of science or learning; **or**
 - (b) Work that is original and creative in character in a recognized field of artistic endeavor; **and**
2. Whose work requires the consistent exercise of discretion and judgment in its performance; **and**
3. Whose work is predominantly intellectual and varied in character; **and**
4. Who does not devote more than 20 percent of his/her hours worked in the workweek to activities which are non-professional; **and**
5. Who is compensated for services on a salary or fee basis at a rate of not less than \$170 per week.

B. Designated Exempt Positions

The following positions have been designated by the Board of Trustees as exempt from the Fair Labor Standards Act:

<u>Position</u>	<u>Exemption</u>
District Manager	Executive
Assistant Manager	Executive
<u>Scientific Program Manager</u>	<u>Administrative</u>
Field Supervisor	Administrative
<u>Operations Manager</u>	<u>Administrative</u>
Public Information Officer	Administrative
Office Manager	Administrative

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Scientific Program Manager	Administrative
Operations Manager	Administrative
Public Information Officer	Administrative
Office Manager	Administrative

APPROVED AND ADOPTED this 9th day of June, 2017 by the San Gabriel Valley Mosquito and Vector Control District Board of Trustees with the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Jamie Bissner, Chairperson, Board of Trustees

ATTEST:

Henry M. Morgan, Secretary of the Board of Trustees

Exhibit B

RESOLUTION 92-11, PERSONNEL AND SALARY ARTICLE VIII, WORK PERIOD, SECTION 5, BREAKS AND CLEANUP TIME;

- A. All employees not exempt from the Fair Labor Standards Act are entitled to a fifteen minute paid rest period for four hours of continuous work. Such paid rest periods shall be close to the middle of a four-hour work period, and scheduled with the approval of their supervisor. In no case shall rest periods be scheduled within one (1) hour of the beginning or the ending of a work shift or lunch period. Rest periods shall be staggered to assure that community services are provided continuously. The District may designate the location or locations at which rest periods may be taken. Rest periods shall be considered hours worked and employees may be required to perform duties, if necessary, during scheduled rest periods.
- B. Employees scheduled to work at least five continuous hours are entitled to a thirty-minute unpaid meal period in addition to the rest period(s) above, subject to scheduling approval by their supervisor.
- C. Each employee shall, when necessary, be permitted up to fifteen (15) minutes of paid District time at the beginning and end of each work shift to perform activities such as cleaning up a work area, putting away tools, personal wash up, and changing clothes.

Exhibit B

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ABSENT:

ABSTAIN:

Jamie Bissner, Chairperson, Board of Trustees

Exhibit B

ATTEST:

Henry M. Morgan, Secretary of the Board of Trustees

**RESOLUTION 92-11, PERSONNEL AND SALARY
ARTICLE X, GENERAL PERSONNEL PROVISIONS, SECTION 1,
PROBATION**

Article X, General Personnel Provisions, Section 1, Probation

A. New Probation

1. Full-Time Employees

New employees in a regular or limited-term position shall serve a probation period of one (1) year unless otherwise specified by Section A.2., below.

2. Certified Examination

An employee in the Operations Section will be hired as a Vector Control Technician I and shall remain in that class until he/she passes the Core and the Mosquito specialty subject of the certified examinations given by the California Department of Health Services. In the event the employee fails to pass the examinations within one (1) year months of appointment, he/she may be terminated at the discretion of the District Manager.

All other regular professional, technical, and administrative employees must pass the Core and the Mosquito specialty subject of the certified examinations given by the California Department of Health Services within the one (1) year probation. In the event that the examinations are not given within the one (1) year probation, the probation shall be extended until the employee has taken the examinations and received the results. In the event the employee fails to pass the examinations, the probationary period will be extended until the employee passes the examination and/or the employee may be terminated at the discretion of the District Manager or the Board of Trustees in the case of the District Manager.

3. Part-Time Employees

A new or reemployed employee employed in a part-time position shall be placed on new probation for one (1) year.

B. Promotional Probation

1. A full or part-time employee who is promoted, except on a temporary promotion or promotion to a limited term position, shall be placed on promotional probation, except as provided in B.2., below. A full-time employee shall serve a probation period of one (1) year ending with the first day of the pay period following completion of said period. A part-time employee shall serve a promotional probation period of one (1) year.

Exhibit C

2. When a regular or regular limited-term employee is promoted as result of reclassification and the previous class is subsequently deleted or abolished, the incumbent shall not serve a promotional probation period.
3. When an employee who has been on a temporary promotion or a regular employee who was promoted to a limited-term position at the discretion of the District Manager is reduced to a class the employee formerly occupied, the employee shall serve the remainder of any uncompleted probationary period in that class.
4. When a regular employee is promoted to a higher position, but fails promotional probation, the employee shall be reinstated to the position which the employee formerly occupied, if such position is vacant and funded in the District budget.

**RESOLUTION 92-11, PERSONNEL AND SALARY
ARTICLE X, GENERAL PERSONNEL PROVISIONS, SECTION 1,
PROBATION**

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APPROVED AND ADOPTED this 9th day of June, 2017 by the San Gabriel Valley Mosquito and Vector Control District Board of Trustees with the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Jamie Bissner, Chairperson, Board of Trustees

ATTEST:

Henry M. Morgan, Secretary of the Board of Trustees

**RESOLUTION 92-11, PERSONNEL AND SALARY
ARTICLE X, GENERAL PERSONNEL EXCEPTIONS, SECTION 5, STATUS
OF LIMITED TERM EMPLOYEES**

**Article X, General Personnel Exceptions, Section 5, Status of Limited Term
Employees**

- A. The provisions of this Section shall be applicable to all employees entering limited-term positions.
- B. All limited-term employees shall be subject to the same hiring standards and shall earn all benefits, except Article XVII, LAYOFF PROCEDURE, which accrue to employees in regular positions.
- C. A regular employee who is transferred, promoted, or reduced to a limited-term position on a voluntary basis and not at the direction of the District Manager shall become a limited-term employee.
- D. The term of employment for a limited-term employee is two (2) years from the date of hire. The employment period may be extended at the discretion of the District Manager if the following conditions are met:
 - 1. The work being performed by the employee is determined to be necessary for effective District operation.
 - 2. The revenue necessary to fund the position is maintained in the annual budget.
 - 3. The employee has received satisfactory performance reviews, and has complied with District policies, rules, and regulations.
- +
E. Limited-term employees hired under programs which involve special employment standards shall serve a new probation period upon transfer to a regularly funded position. Upon transfer to regular positions such employees shall maintain their original hire date for purposes of vacation and sick leave accrual, retirement, and layoff. The requirement that such employees serve a new probation period may be waived by the District. Limited-term employees not hired under programs which involve special employment standards shall, upon transfer to regularly funded positions, maintain their original hire date for purposes of vacation and sick leave accrual, retirement, layoff, and new employee probation.
- F. When funding ceases for a limited-term position or when the position is no longer necessary, the limited-term position shall be abolished and the incumbent shall be removed from the payroll except as provided in G., below.

Exhibit D

- G. Regular employees who transfer, promote, or reduce to limited-term positions at the direction of the District Manager shall retain their former status and retain their layoff benefits in their former layoff unit. The District Manager shall make such an order in writing prior to the date of transfer or promotion.

APPROVED AND ADOPTED this 9th day of June, 2017 by the San Gabriel Valley Mosquito and Vector Control District Board of Trustees with the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Jamie Bissner, Chairperson, Board of Trustees

ATTEST:

Henry M. Morgan, Secretary of the Board of Trustees

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