

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

**Board of Trustees Meeting
May 11, 2018 at 7:00 AM**

Minutes

Trustees Attending

- 1 Stephen Sham (Alhambra)
- 2 Roger Chandler (Arcadia)
- 3 Joseph Rocha (Azusa)
- 4 Rick Barakat (Bradbury)
- 5 Cruz Baca (Baldwin Park)
- 6 Corey Calaycay (Claremont)
- 7 Henry Morgan (Covina)
- 8 Margaret Finlay (Duarte)
- 9 Jerry Velasco (El Monte)
- 10 Charles Myers (Glendora)
- 11 Dan Holloway (La Puente)
- 12 Robert Neher (La Verne)
- 13 Jamie Bissner (L. A. County)
- 14 Becky Shevlin (Monrovia)
- 15 Joseph Leon (Monterey Park)
- 16 Rachel Janbek (Pasadena)
- 17 Tim Sandoval (Pomona)
- 18 Sandra Armenta (Rosemead)
- 19 Emmett Badar (San Dimas)
- 20 Juli Costanzo (San Gabriel)
- 21 John Capoccia (Sierra Madre)
- 22 Marina Khubesrian (S. Pasadena)
- 23 Cynthia Sternquist (Temple City)
- 24 Mike Spence (West Covina)

Trustees Absent

- Abraham Cruz (Industry)
Manuel Garcia (Irwindale)
Mary Su (Walnut)

Staff Attending

- Jared Dever
Levy Sun
Esther Elliott
Jason Farned
Rose Alba
Gilbert Holguin

Guests

- Melanie Lee of SCI Consulting Group
William Curly of Lozano Smith
Attorneys At Law
Iain J. MacMillan, Associate of Lozano
Attorneys at Law

1. Call to Order

President Corey Calaycay called the meeting to order at 7:02 AM

2. Pledge of Allegiance and Silent Roll Call

Trustee Sandoval led the Pledge of Allegiance

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

- A. List of Claims for the month of April**
- B. Budget Status Report for April**
- C. Minutes of Board of Trustees Meeting April**
- D. Operations Report**
- E. Surveillance Report**
- F. Communications Report**
- G. March 2018 Monthly Treasurer Report / District Working Balance for May**

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

**5. Presentation by Melanie Lee of SCI Consulting Group:
The Engineering Firm Scope of Service**

Melanie Lee reported that SCI Consulting Group has been representing public agencies for over 30 year, and in 2008 the District hired SCI Consulting Group to assist the District with the annual levy administration services.

SCI produces the District's annual engineer's report listing the scope of services provided, the upcoming budget, detailed calculations of the proposed assessment rate, and the current parcel count. Out of the 400,000 parcels in the District 380,629 are assessable. Those parcels will be assessed in FY 2018-2019 at a rate of \$11.98 per parcel.

6. Introduction of the District's New Legal Counsel

President Calaycay welcomed the District's new legal counsel William P. Curley III, partner and Iain J. MacMillan, associate, of Lozano Smith Attorneys at Law. Mr. Curley stated that Lozano Smith is currently serving over 500 public agencies including numerous mosquito and vector control districts. He provided an overview of the firm, their areas of expertise in law, and his background in local government legal representation. described

7. Consider Changing the June 8, 2018 Board of Trustees' Meeting to June 15, 2018

A motion by Trustee Spence to approve changing the June 8, 2018 meeting to June 15, 2018 was seconded by Trustee Bissner and unanimously approved.

8. Closed Session under Government Code 54957: Performance Evaluation Review. Title: District Manager Jared Dever

At 7:29 A.M., President Calaycay announced that the Board would meet in closed session under Government Code 54957, Performance Evaluation Review for District Manager Jared Dever.

Open session reconvened at 7:35 A.M. President Calaycay announced there was no reportable action.

9. City Personnel Ride-Along Report

On April 17, 2018, Vector Control Specialist III Gilbert Holguin met with Brad Johnson, Claremont Community Development Director, and Frank Lopez, Claremont City Engineer on the District's new Ride-Along Program. After a quick five-minute education on mosquito biology, they visited commonly infested areas around the City of Claremont.

Gilbert explained the District's goal is to educate city staff about the importance of reducing mosquito infestation and possible disease transmission. Gilbert explained that there are methods and ways that District staff and city personnel can work together to repair drains and gutters, manage mosquito infested spreading grounds, and educate residents about swimming pool maintenance. He described the District's fish program that is currently being developed for swimming pools that have been neglected or are in disrepair.

10. District's Administration

A. Azusa annex Update

District Manager Dever reported that the annexation of a portion of Azusa to the District is progressing accordingly providing LAFCO with proposals and necessary paperwork.

11. Trustee Reports

None

12. New Business

None

13. Adjournment

The meeting adjourned at 7:39 AM

14. The Finance Committee met immediately after the Board adjourned.

15. The Personnel/Policy Committee met immediately after the Finance Committee adjourned.