



**San Gabriel Valley  
Mosquito & Vector Control District**  
1145 North Azusa Canyon Road, West Covina, CA 91790  
Phone: 626-814-9466 | [www.sgvmosquito.org](http://www.sgvmosquito.org)  
Email: [district@sgvmosquito.org](mailto:district@sgvmosquito.org)

## **BOARD OF TRUSTEES MEETING AGENDA** **May 10, 2024 – 7:00 A.M.**

### **1. Call to Order**

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

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

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

### **3. Consent Calendar**

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

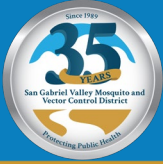
- 3.1 List of Claims: April 2024 (P.5)
- 3.2 Budget Status Report: April 2024 (P.15)
- 3.3 Minutes of Board of Trustees Meeting: April 2024 (P.19)
- 3.4 Operations Report: April 2024 (P.23)
- 3.5 Surveillance Report: April 2024 (P.25)
- 3.6 Communications Report: April 2024 (P.29)
- 3.7 Treasurer's Report: March 2024 / District Working Balance: May 2024 (P.35)

### **4. Presentation**

- 4.1 Anais Medina Diaz, Director of Communications
  - 35<sup>th</sup> Anniversary Event



5. **Review of Preliminary Engineer’s Report FY 2024-2025 (EXHIBIT 5A)** (P.37)  
(Secretary-Treasurer, Lloyd Johnson) (Receive and File)
  
6. **Consider Recommendation of Draft Annual Budget for FY 2024-2025 (EXHIBIT 6A)** (P.57)  
(Secretary-Treasurer, Lloyd Johnson) (Approve/Deny)
  - **Call for Public Comment**
  
  - **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve the Draft Annual Budget for Fiscal Year 2024-2025 and direct staff to prepare a Resolution to Order Collection of Special Benefit Property Taxes Inclusive of the FY 2024-2025 Annual Budget.
  
  - **Alternative Board Action:** If after discussion by members for this item, the Board may choose not to approve the Draft Annual Budget for Fiscal Year 2024-2025 and direct staff to prepare a Resolution to Order Collection of Special Benefit Property Taxes Inclusive of the FY 2024-2025 Annual Budget.
  
7. **Legislative Update (EXHIBITS 7A, 7B, 7C)** (P.83)  
(Board President, John Capoccia) (Approve/Deny)
  - **Call for Public Comment**
  
  - **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve formal support or opposition to each of the three pieces of legislation outlined above.
  
  - **Alternative Board Action:** If after discussion by members for this item, the Board may choose not to take a formal stance on any or all the legislation outline above.
  
8. **District Administration**
  - 8.1 Committee Meeting Notifications
    - Personnel & Policy Committee
    - Joint Meeting of the Executive and Personnel & Policy Committees
  
  - 8.2 District Update
  
9. **Committee Reports**
  
10. **Trustee Reports**
  
11. **New Business**
  
12. **Adjournment**



The Personnel Committee will convene immediately following adjournment of the Board of Trustees meeting

**Personnel and Policy Committee**

Henry Aviles, Alhambra  
Margaret Finlay, Duarte  
Becky Shevlin, Monrovia  
Robert Joe, South Pasadena  
Cynthia Sternquist, Temple City

The Personnel and Executive Committee will meet immediately after the Personnel Committee adjourns

**Executive Committee**

John Capoccia, Monrovia  
Meshal Kashifalghita, Vice President  
Lloyd Johnson, Secretary -Treasurer  
Becky Shevlin, Monrovia

**CERTIFICATE OF POSTING**

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

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

A handwritten signature in blue ink that reads "Jerry Mireles".

\_\_\_\_\_  
Jerry Mireles, Clerk of the Board  
San Gabriel Valley MVCD

**NOTICE TO THE PUBLIC**

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

If you need special assistance or accommodations to participate in this meeting, please contact the Clerk of the Board at 626-814-9466 ext.1006. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

THIS PAGE INTENTIONALLY LEFT BLANK





# San Gabriel Valley Mosquito & Vector Control District

## List of Claims | April 2024

### San Gabriel Valley Mosquito And Vector Control District Claims List April 2024

Vendor	Date	Product/Service	Memo/Description	Amount
ADDRESSERS	04/09/2024	6185 POSTAGE	Invoice# 117216 - 2024 Spring Wave First notice SP pools only QTY: 365 APRIL 2024	740.34
				<b>\$ 740.34</b>
AIRGAS USA, LLC	04/23/2024	6250 LABORATORY SUPPLIES	Invoice#9148363295 - Dry Ice	186.60
AIRGAS USA, LLC	04/23/2024	6250 LABORATORY SUPPLIES	Invoice#9148363296 - Dry Ice	186.60
				<b>\$ 373.20</b>
AJG ACCOUNTING & BOOKKEEPING SVCS	04/09/2024	6000 ACCOUNTING SERVICES	Invoice# 3022 Bookkeeping services March 2024	1,531.25
				<b>\$ 1,531.25</b>
ALEJANDRA GASPAR	04/09/2024	6234 TUITION REIMBURSEMENT	Tuition Reimbursement for Fall 2023 course	2,000.00
				<b>\$ 2,000.00</b>
AMAZON CAPITAL SERVICES	04/09/2024	6270 OFFICE SUPPLIES	Office supplies	177.38
AMAZON CAPITAL SERVICES	04/09/2024	6040 Building Maintenance	Building supplies	42.66
AMAZON CAPITAL SERVICES	04/09/2024	6250 LABORATORY SUPPLIES	Lab supplies	9.18
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	14.08
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	342.95
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	191.89
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	24.36
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	353.86
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	98.53
AMAZON CAPITAL SERVICES	04/09/2024	6290 Supplies, Communications	Communications Supplies	8.20
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	241.96
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	21.67
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	213.53
AMAZON CAPITAL SERVICES	04/09/2024	6280 SUPPLIES, OPERATIONS	Operations supplies	1,286.06
AMAZON CAPITAL SERVICES	04/09/2024	6035 COMPUTER HARDWARE	Computer supplies	20.79
AMAZON CAPITAL SERVICES	04/09/2024	6270 OFFICE SUPPLIES	Office supplies	19.59
AMAZON CAPITAL SERVICES	04/09/2024	6290 Supplies, Public Informati	Communications supplies	142.36
AMAZON CAPITAL SERVICES	04/09/2024	6290 Supplies, Public Informati	Communications supplies	40.46
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	236.19
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	484.12
AMAZON CAPITAL SERVICES	04/09/2024	6290 Supplies, Public Informati	Communications Supplies	188.02
AMAZON CAPITAL SERVICES	04/09/2024	6042 EQUIPMENT MAINTENANCE	Equipment maintenance	403.99
AMAZON CAPITAL SERVICES	04/09/2024	6270 OFFICE SUPPLIES	Office supplies	15.61
AMAZON CAPITAL SERVICES	04/09/2024	6270 OFFICE SUPPLIES	Office supplies	64.04
AMAZON CAPITAL SERVICES	04/09/2024	6305 ED. PROGRAM SUPPLIES	Education Program Supplies	23.37
AMAZON CAPITAL SERVICES	04/09/2024	6035 COMPUTER HARDWARE	Computer supplies	21.88
AMAZON CAPITAL SERVICES	04/09/2024	6250 LABORATORY SUPPLIES	Lab supplies	59.11
AMAZON CAPITAL SERVICES	04/09/2024	6040 Building Maintenance	Office equipment	14.30
AMAZON CAPITAL SERVICES	04/09/2024	6260 SUPPLIES, MECHANICAL	Mechanical supplies	38.24
AMAZON CAPITAL SERVICES	04/09/2024	6040 Building Maintenance	Office equipment	32.84
AMAZON CAPITAL SERVICES	04/09/2024	6280 SUPPLIES, OPERATIONS	Operations supplies	17.50
				<b>\$ 4,848.72</b>



# San Gabriel Valley Mosquito & Vector Control District

## List of Claims | April 2024

AMERICAN FIDELITY ASSURANCE	04/23/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums INV# D708118 - April 2024	36.14
AMERICAN FIDELITY ASSURANCE	04/23/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums INV# D708118 - April 2024	2,303.05
AMERICAN FIDELITY ASSURANCE	04/23/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums INV# D708118 - April 2024	189.70
AMERICAN FIDELITY ASSURANCE	04/23/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums INV# D708118 - April 2024	274.46
AMERICAN FIDELITY ASSURANCE	04/23/2024	6070 Premiums, life - Cafeter	Voluntary Insurance Premiums INV# D708118 - April 2024	459.99
				<b>\$ 3,263.34</b>
AMERICAN FIDELITY FLEX ACCT	04/09/2024	6070 FLEX PREMIUMS	Invoice# 2340364A Flex Premiums May 2024	183.31
AMERICAN FIDELITY FLEX ACCT	04/09/2024	6070 FLEX PREMIUMS	Invoice# 2340364A Flex Premiums May 2024	104.16
AMERICAN FIDELITY FLEX ACCT	04/09/2024	6070 FLEX PREMIUMS	Invoice# 2340364A Flex Premiums May 2024	66.66
AMERICAN FIDELITY FLEX ACCT	04/09/2024	6070 FLEX PREMIUMS	Invoice# 2340364A Flex Premiums May 2024	254.15
				<b>\$ 608.28</b>
ARAMARK UNIFORMS	04/23/2024	6332 Uniforms	Invoice#5880559679 - Uniforms	29.04
ARAMARK UNIFORMS	04/23/2024	6040 Building Maintenance	Invoice#5880547861 - Towel and Locker Rentals	16.79
ARAMARK UNIFORMS	04/23/2024	6332 Uniforms	Invoice# 5880553794 - Uniforms	60.70
ARAMARK UNIFORMS	04/23/2024	6040 Building Maintenance	Invoice#5880559679 - Towel and Locker Rentals	16.79
ARAMARK UNIFORMS	04/23/2024	6040 Building Maintenance	Invoice# 5880553794 - Towel and Locker Rental	16.79
ARAMARK UNIFORMS	04/23/2024	6332 Uniforms	Invoice#5880547861 - Uniforms	53.90
				<b>\$ 194.01</b>
ATHENS SERVICES	04/09/2024	6040 Building Maintenance	Invoice# 16630587- Refuse Disposal Services April 2024	296.41
				<b>\$ 296.41</b>
AZUSA LIGHT & WATER	04/09/2024	6343 Meter # 45169724	Account # 303-0190.300 Water Utility Charges 2/8/24-3/15/24	100.13
				<b>\$ 100.13</b>
BAJA ROOFING & COATINGS	04/09/2024	6040 Building Maintenance	INVOICE# 1406 Roof Repair	2,700.00
				<b>\$ 2,700.00</b>
BECKY A. SHEVLIN	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12 2024 Board meeting	100.00
				<b>\$ 100.00</b>
CAL PERS	04/23/2024	6070 CAFETERIA BENEFIT	ID 7165101556 CalPERS Medical Premiums May 2024	3,161.49
CAL PERS	04/23/2024	6072 EMPLOYEE BENEFITES	ID 7165101556 CalPERS Medical Premiums (Retirees) May 2024	628.00
CAL PERS	04/23/2024	6070 CAFETERIA BENEFIT	ID 7165101556 CalPERS Medical Premiums May 2024	2,920.36
CAL PERS	04/23/2024	6070 CAFETERIA BENEFIT	ID 7165101556 CalPERS Medical Premiums May 2024	3,656.23
CAL PERS	04/23/2024	6070 CAFETERIA BENEFIT	ID 7165101556 CalPERS Medical Premiums May 2024	1,730.82
CAL PERS	04/23/2024	6070 ADMIN FEE	ID 7165101556 CalPERS Medical Premiums Admin Fee May 2024	51.73
				<b>\$ 12,148.63</b>
CA DEPT OF PUBLIC HEALTH VECTOR-BORNE DISEASE SECTION	04/09/2024	6330 TRAINING, CEU'S	Public Health Certified Technician Examination (3 employees)	156.00
				<b>\$ 156.00</b>
CELL BUSINESS EQUIPMENT	04/09/2024	6073 EQUIPMENT LEASE	Invoice# 5029111784 Copier lease coverage 3/15/24-4/14/2024	1,718.45
				<b>\$ 1,718.45</b>
CHARLIE KLINAKIS	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>



## San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2024

CLEAN TECH ENVIRONMENTAL INC.	04/23/2024	6040 Building Maintenance	Invoice#552395 Building Maintenance	1,762.50
				<b>\$ 1,762.50</b>
CONCENTRA OCC HEALTH CENTERS	04/09/2024	6080 Hiring Expenses	Physical Exams/Drug Screenings (9 seasonals)	1,872.00
CONCENTRA OCC HEALTH CENTERS	04/23/2024	6080 Hiring Expenses	Physical Exam/Drug Screening (1 Seasonal)	208.00
				<b>\$ 2,080.00</b>
COREY CALAYCAY	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
CYNTHIA STERNQUIST	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
DENISE MENCHACA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
DR. ALLEN L. WU	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
EMMANUEL ESTRADA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
ENVIRONMENT CONTROL	04/09/2024	6040 Building Maintenance	Invoice# 16155-411-Janitorial Services April 2024	1,604.00
				<b>\$ 1,604.00</b>
FLEET SOLUTIONS CENTER	04/23/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5939 Vehicle Maintenance Lic# E1057019	124.00
FLEET SOLUTIONS CENTER	04/23/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5941 Vehicle Maintenance Lic#E1391297	157.08
FLEET SOLUTIONS CENTER	04/23/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5940 Vehicle Maintenance Lic# 1624642	164.19
FLEET SOLUTIONS CENTER	04/23/2024	6260 SUPPLIES, MECHANICAL	Invoice# 5965 Vehicle Maintenance Lic# E1381362	1,376.15
				<b>\$ 1,821.42</b>
FRONTIER	04/23/2024	6315 Monthly Internet Charges	Acct# 626-197-1465-020723-5 Internet Services 4/9/24-5/8/24	555.00
				<b>\$ 555.00</b>
Go To Communications, Inc	04/09/2024	6320 Office phones	Invoice: IN7102851904-GoTo Connect Standard Monthly Charge April 2024	1,106.51
				<b>\$ 1,106.51</b>
HANDYMAN UNLIMITED, INC.	04/09/2024	6040 Building Maintenance	Building maintenance - board room paint; garage texture and prime	1,665.00
				<b>\$ 1,665.00</b>
IM LANDSCAPING AND TREE SERVICE	04/09/2024	6044 MAINTENANCE, GROUNDS	Invoice 2024-613624 Landscaping Services March 2024	175.00
				<b>\$ 175.00</b>
INTERSTATE BATTERIES	04/09/2024	6260 SUPPLIES, MECHANICAL	Invoice 10195262 - Vehicle Maintenance	353.71
INTERSTATE BATTERIES	04/09/2024	6260 SUPPLIES, MECHANICAL	Invoice 10195161 - Vehicle Maintenance	326.20
				<b>\$ 679.91</b>
JACKIE DOORNIK	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>



## San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2024

Jerel Jay Ebue	04/09/2024	6003 ADVERTISING	Photography Services - District Open House Event 04/16/24	460.00 <b>\$ 460.00</b>
JERRY VELASCO	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00 <b>\$ 100.00</b>
JOHN CAPOCCIA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00 <b>\$ 100.00</b>
JOSEPH LEON	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00 <b>\$ 100.00</b>
KENN K. FUJIOKA	04/23/2024	6072 MEDICAL PREMIUM-Retired EE	Retiree CalPERS Medical Premiums May 2024	249.60 <b>\$ 249.60</b>
LEWIS BRISBOIS BISGAARD & SMITH LLP	04/09/2024	6130 Profess Serv rendered	Invoice 4002952 - Legal Services February 2024	1,700.30 <b>\$ 1,700.30</b>
LIEBERT CASSIDY WHITMORE	04/23/2024	6130 Profess Serv rendered	Invoice# 262245 Review of Personnel Rules and Regulations for required annual updates	697.00 <b>\$ 697.00</b>
LINCOLN FINANCIAL GROUP	04/23/2024	6070 Premiums, life - Cafeter	Ref#4695405530 Lincoln Insurance Premiums May 2024	527.30
LINCOLN FINANCIAL GROUP	04/23/2024	6070 Premiums, life - Cafeter	Ref#4695405530 Lincoln Insurance Premiums May 2024	11.90
LINCOLN FINANCIAL GROUP	04/23/2024	6070 Premiums, life - Cafeter	Ref#4695405530 Lincoln Insurance Premiums May 2024	15.20
LINCOLN FINANCIAL GROUP	04/23/2024	6070 Premiums, life - Cafeter	Ref#4695405530 Lincoln Insurance Premiums May 2024	2.20
LINCOLN FINANCIAL GROUP	04/23/2024	6070 Premiums, life - Cafeter	Ref#4695405530 Lincoln Insurance Premiums May 2024	52.40
LINCOLN FINANCIAL GROUP	04/23/2024	6070 Premiums, life - Cafeter	Ref#4695405530 Lincoln Insurance Premiums May 2024	399.70 <b>\$ 1,008.70</b>
LLOYD JOHNSON	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	149.50 <b>\$ 149.50</b>
LOS ANGELES COUNTY SANITATION DISTRICT	04/09/2024	6075 FEES & ASSESSMENTS	Invoice# 44173 Entry Permit for use of two (2) parking spaces from April - October 2024	700.00 <b>\$ 700.00</b>
MANUEL R. GARCIA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00 <b>\$ 100.00</b>
MARTA TANAKA	04/23/2024	6072 MEDICAL PREMIUM-Retired EE	Retiree CalPERS Medical premiums May 2024	974.47 <b>\$ 974.47</b>
MARY ANGELA BRISCO	04/23/2024	6072 MEDICAL PREMIUM-Retired EE	Retiree CalPERS Medical Premiums May 2024	708.41 <b>\$ 708.41</b>
MESHAL KASHIFALGHITA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00 <b>\$ 100.00</b>
MIKE NIFFENEGGER	04/23/2024	6072 MEDICAL PREMIUM-Retired EE	Retiree CalPERS Medical premiums May 2024	974.47 <b>\$ 974.47</b>
NATIONWIDE RETIREMENT	04/09/2024	6066 457 CONTRIBUTION	Employer 457 Contributions for DM PPE 4/6/24	276.86



# San Gabriel Valley Mosquito & Vector Control District

## List of Claims | April 2024

NATIONWIDE RETIREMENT	04/23/2024	6066 457 CONTRIBUTION	Employer Deferred Compensation Contribution for DM PPE 4/20/24	276.86
				<b>\$ 553.72</b>
ODP BUSINESS SOLUTIONS, LLC	04/23/2024	6270 OFFICE SUPPLIES	Invoice# 361186354001 Office supplies	350.62
				<b>\$ 350.62</b>
OES OFFICE FURNITURE	04/23/2024	6269 OFFICE EQUIPMENT	Office furniture	4,616.53
				<b>\$ 4,616.53</b>
Optimized Investment Partners, LLC	04/09/2024	6190 OTHER	Invoice# 1178 Investment Advisory Services March 2024	724.65
				<b>\$ 724.65</b>
PERS	04/09/2024	6200 RETIREMENT - CLASSIC	CalPERS Classic Employer Contribution (12.47%) PPE 4/6/24	464.88
PERS	04/09/2024	6200 RETIREMENT - CLASSIC	CalPERS Classic Employer Contribution (12.47%) PPE 4/6/24	2,207.11
PERS	04/09/2024	6200 RETIREMENT - CLASSIC	CalPERS Classic Employer Contribution (12.47%) PPE 4/6/24	530.82
PERS	04/09/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employee Contribution (7.68%) PPE 4/6/24	1,047.24
PERS	04/09/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employee Contribution (7.68%) PPE 4/6/24	1,246.12
PERS	04/09/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employee Contribution (7.68%) PPE 4/6/24	2,976.30
PERS	04/09/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employee Contribution (7.68%) PPE 4/6/24	370.17
PERS	04/09/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employee Contribution (7.68%) PPE 4/6/24	756.48
PERS	04/23/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employer Contribution (7.68%) PPE 4/20/24	1,047.24
PERS	04/23/2024	6200 RETIREMENT - CLASSIC	CalPERS Classic Employer Contribution (12.47%) PPE 4/20/24	530.82
PERS	04/23/2024	6200 RETIREMENT - CLASSIC	CalPERS Classic Employer Contribution (12.47%) PPE 4/20/24	2,207.11
PERS	04/23/2024	6200 RETIREMENT - CLASSIC	CalPERS Classic Employer Contribution (12.47%) PPE 4/20/24	464.88
PERS	04/23/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employer Contribution (7.68%) PPE 4/20/24	756.48
PERS	04/23/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employer Contribution (7.68%) PPE 4/20/24	370.17
PERS	04/23/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employer Contribution (7.68%) PPE 4/20/24	3,512.42
PERS	04/23/2024	6201 RETIREMENT - PEPRA	CalPERS Pepra Employer Contribution (7.68%) PPE 4/20/24	1,246.12
				<b>\$ 19,734.36</b>
PRINCIPAL DENTAL	04/23/2024	6070 Vision Premiums	Vision Premiums May 2024	53.22
PRINCIPAL DENTAL	04/23/2024	6070 Vision Premiums	Vision Premiums May 2024	44.35
PRINCIPAL DENTAL	04/23/2024	6070 Vision Premiums	Vision Premiums May 2024	149.34
PRINCIPAL DENTAL	04/23/2024	6070 Vision Premiums	Vision Premiums May 2024	17.74
PRINCIPAL DENTAL	04/23/2024	6070 Vision Premiums	Vision Premiums May 2024	17.74
PRINCIPAL DENTAL	04/23/2024	6070 Dental premiums - Cafeter	Dental Premiums May 2024	360.92
PRINCIPAL DENTAL	04/23/2024	6070 Dental premiums - Cafeter	Dental Premiums May 2024	271.84
PRINCIPAL DENTAL	04/23/2024	6070 Dental premiums - Cafeter	Dental Premiums May 2024	1,421.23
PRINCIPAL DENTAL	04/23/2024	6070 Dental premiums - Cafeter	Dental Premiums May 2024	136.38
PRINCIPAL DENTAL	04/23/2024	6070 Dental premiums - Cafeter	Dental Premiums May 2024	135.46
				<b>\$ 2,608.22</b>
QUADIENT FINANCE USA, INC	04/23/2024	6185 POSTAGE	Postage Funds Acct #7900044081071825	300.00
				<b>\$ 300.00</b>
RED WING SHOE STORE	04/23/2024	6334 BOOTS	Invoice# 20240410026095 Work Boots - (8 Seasonals)	1,830.58
				<b>\$ 1,830.58</b>
RICHARD BARAKAT	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>



# San Gabriel Valley Mosquito & Vector Control District

## List of Claims | April 2024

ROBERT GONZALES	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
RYAN A. VIENNA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
SANDRA ARMENTA	04/23/2024	6030 BOARD EXPENSES	Reimbursement for April 12, 2024 Board meeting	100.00
				<b>\$ 100.00</b>
SOCALGAS	04/23/2024	6341 Utilities	Acc # 059-618-2100-5 (Meter 13608951) Gas Service 3/11/24 - 4/9/24	30.97
SOCALGAS	04/23/2024	6341 Utilities	Acc # 057-518-2100-9 (Meter 10313904) Gas Service 3/11/24 - 4/9/24	165.98
				<b>\$ 196.95</b>
SOUTHERN CALIFORNIA EDISON	04/09/2024	6340 UTILITIES - ELECTRIC	Account #700251011287 - SCE Electricity Usage 3/4/24- 4/2/24	1,963.20
				<b>\$ 1,963.20</b>
SYNTECH GROUP INC.	04/09/2024	6036 COMPUTER SOFTWARE	Invoice SVC-A23249 Microsoft Office Licenses and Business Backup Software 04/01-04/30/24	1,280.43
SYNTECH GROUP INC.	04/23/2024	6046 PROFESSIONAL SERVICES - IT	Invoice# SVC-A23269 IT Contract Services 4/1/24-4/30/24	3,675.00
				<b>\$ 4,955.43</b>
TEXAS LIFE INSURANCE COMPANY	04/23/2024	6070 Premiums, life - Cafeter	Invoice# SM09BT20240414001 Voluntary Insurance Premiums May 2024	127.15
TEXAS LIFE INSURANCE COMPANY	04/23/2024	6070 Premiums, life - Cafeter	Invoice# SM09BT20240414001 Voluntary Insurance Premiums May 2024	42.25
				<b>\$ 169.40</b>
THE HOME DEPOT	04/23/2024	6040 Building Maintenance	Invoice# 2081419 Building Maintenance Supplies	293.65
THE HOME DEPOT	04/23/2024	6290 Supplies, Public Informati	Invoice#6544038 Communications Supplies	225.77
THE HOME DEPOT	04/23/2024	6040 Building Maintenance	Invoice#8531983 Building Maintenance Supplies	51.72
THE HOME DEPOT	04/23/2024	6040 Building Maintenance	Invoice# 1151686 Building Maintenance Supplies	3.04
THE HOME DEPOT	04/23/2024	6040 Building Maintenance	Invoice# 510864 Building Maintenance Supplies	67.61
				<b>\$ 641.79</b>
UNITED PET CARE	04/09/2024	6070 Med premiums - Cafeteria	Pet Insurance Premiums April 2024	34.00
UNITED PET CARE	04/09/2024	6070 Med premiums - Cafeteria	Pet Insurance Premiums April 2024	17.50
UNITED PET CARE	04/09/2024	6070 Med premiums - Cafeteria	Pet Insurance Premiums April 2024	17.50
UNITED PET CARE	04/09/2024	6070 Med premiums - Cafeteria	Pet Insurance Premiums April 2024	17.50
				<b>\$ 86.50</b>
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	24.98
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Sheraton - Travel Expenses AMCA Conference	706.59
US BANK	04/09/2024	6333 BRANDED CLOTHING	Columbia - Branded Clothing	98.55
US BANK	04/09/2024	6250 LABORATORY SUPPLIES	Smart & Final - Lab Supplies	62.45
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	22.79
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	88.75
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	32.32
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	103.86
US BANK	04/09/2024	6250 LABORATORY SUPPLIES	Smart & Final - Lab Supplies	62.98
US BANK	04/09/2024	6037 WEBSITE AND EMAIL SERVICE	Invoice# MC13807977 - Mailchimp	60.00
US BANK	04/09/2024	6076 EVENT PARTICIPATION FEES	Active San Gabriel Valley	25.00
US BANK	04/09/2024	6003 ADVERTISING	Facebook Meta	10.15
US BANK	04/09/2024	6003 ADVERTISING	Google Ads	8.90



## San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2024

US BANK	04/09/2024	6186 Printing	U Printing	867.24
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	CAPIO CA Association Membership 03/05/24-03/04/25	275.00
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	Paddle.com Subscription	4.00
US BANK	04/09/2024	6290 Supplies, Communications	Geiger - Communication Supplies	3,363.02
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	Eventbrite Subscription	29.00
US BANK	04/09/2024	6186 Printing	Custom Earth Promos	1,790.24
US BANK	04/09/2024	6186 Printing	VistaPrint	232.12
US BANK	04/09/2024	6186 Printing	VistaPrint	416.08
US BANK	04/09/2024	6186 Printing	UPrinting	812.26
US BANK	04/09/2024	6030 BOARD EXPENSES	Smart and Final - Board Meeting Expenses	78.31
US BANK	04/09/2024	6030 BOARD EXPENSES	YumYum Donuts - Board Meeting Expenses	17.99
US BANK	04/09/2024	6010 AWARDS	Smart and Final - All-Hands Meeting Expenses	24.49
US BANK	04/09/2024	6260 SUPPLIES, MECHANICAL	Tire Zone Covina - Vehicle Maintenance	2,279.00
US BANK	04/09/2024	6260 SUPPLIES, MECHANICAL	Parkhouse Tire Bell Gardens - Vehicle Maintenance	350.54
US BANK	04/09/2024	6260 SUPPLIES, MECHANICAL	Parkhouse Tire Bell Gardens -Vehicle Maintenance	473.53
US BANK	04/09/2024	6251 ARBOVIRUS TESTING SUPP	Invoice 71478 Labtag Laval - Testing Supplies	91.89
US BANK	04/09/2024	6003 ADVERTISING	Tania's Party Rentals - District Open House Event	227.87
US BANK	04/09/2024	6333 BRANDED CLOTHING	Laundryup Order# 69421	45.00
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Sheraton - Travel Expenses AMCA Conference	942.12
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Marriott - Travel Expenses AMCA Conference	1,079.24
US BANK	04/09/2024	6333 BRANDED CLOTHING	Lands End - Branded Clothing	129.05
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	44.56
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	36.09
US BANK	04/09/2024	6333 BRANDED CLOTHING	Laundryup Order# 68781	45.00
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	48.74
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	49.83
US BANK	04/09/2024	6333 BRANDED CLOTHING	Laundryup Order #68201	45.00
US BANK	04/09/2024	6250 LABORATORY SUPPLIES	Hemostat Laboratories - Lab Supplies	61.46
US BANK	04/09/2024	6250 LABORATORY SUPPLIES	Smart & Final - Lab Supplies	45.47
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	35.64
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Lyft - Travel Expenses AMCA Conference	30.80
US BANK	04/09/2024	6305 ED. PROGRAM SUPPLIES	Articulate Subscription 3/19/24-3/18/25	1,399.00
US BANK	04/09/2024	6305 ED. PROGRAM SUPPLIES	Ralphs - Office Supplies	5.25
US BANK	04/09/2024	6270 OFFICE SUPPLIES	Ralphs - Office Supplies	15.06
US BANK	04/09/2024	6280 SUPPLIES, OPERATIONS	Monstrous Pizza - Operations Meeting	226.10
US BANK	04/09/2024	6281 MOSQUITO FISH SUPPLIES	The Pond Guy - Mosquito Fish Supplies	86.58
US BANK	04/09/2024	6333 BRANDED CLOTHING	Alldayshirts.com - Branded clothing	137.60
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	Invoice NV00135019 - Zingle 02/28-03/27	229.00
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Uber - Travel Expenses AMCA Conference	65.95
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Uber - Travel Expenses AMCA Conference	10.16
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Ontario Airport Parking- Travel Expenses AMCA Conference	96.00
US BANK	04/09/2024	6280 SUPPLIES, OPERATIONS	Yum Yum Donuts - Operations Meeting	35.98
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Ontario Airport Parking - Travel Expenses AMCA Conference	96.00
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Ontario Airport Parking - Travel Expenses VCJPA Workshop	60.00
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Fuel - Travel Expenses VCJPA Workshop	10.73
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Enterprise - Travel Expenses VCJPA Workshop 02/28-03/01	115.76
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Residence Inn - Travel Expenses MVCAC Leg Day 02/2024	329.92
US BANK	04/09/2024	6232 SEMINARS AND MEETINGS	Ontario Airport Parking - Travel Expenses MVCAC Leg Day 02/2024	72.00
US BANK	04/09/2024	6003 ADVERTISING	Sweet T's Cookies - District Open House Event	165.00
US BANK	04/09/2024	6010 AWARDS	Snappy.com - Employee Recognition	251.73
US BANK	04/09/2024	6270 OFFICE SUPPLIES	Staples - Office Supplies	470.84



# San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2024

US BANK	04/09/2024	6270 OFFICE SUPPLIES	Staples - Office Supplies	607.19
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	Wasabi Technologies Subscription	37.59
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	DMARC Digests Subscription	10.00
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	Arlo Technologies Subscription	17.99
US BANK	04/09/2024	6036 COMPUTER SOFTWARE	Sortly Pro Advanced Subscription 03/08/24-03/08/25	468.00
US BANK	04/09/2024	6333 BRANDED CLOTHING	Laundryup Order# 69931	45.00
				<b>\$ 20,342.33</b>
VECTOR CONTROL JOINT POWERS AGENCY	04/23/2024	6111 OTHER INSURANCE	Invoice# VCJPA-291 EAP Program Premium from 1/1/24 to 3/31/24	279.36
				<b>\$ 279.36</b>
VERIZON WIRELESS	04/23/2024	6312 Monthly District Field Ph	Invoice#9961267993 Field Communications 3/28/24-4/10/24	1,226.71
VERIZON WIRELESS	04/23/2024	6312 Monthly District Field Ph	Invoice#9961267992 Field Communications 4/11/24-5/10/24	2,294.68
				<b>\$ 3,521.39</b>
WESTCOAST INDUSTRIES	04/09/2024	6302 Supplies, Safety	Invoice# 16069 Safety Supplies	108.40
WESTCOAST INDUSTRIES	04/09/2024	6302 Supplies, Safety	Invoice# 16069.1 Safety Supplies	233.27
				<b>\$ 341.67</b>
WEX/CHEVRON	04/09/2024	6262 Fuel for Trucks	Fuel for Trucks Invoice 96281167 - Fuel purchases 3/7/24-4/6/24	4,019.03
				<b>\$ 4,019.03</b>
			<b>Total Accounts Payable for April 2024</b>	<b>\$ 118,686.28</b>
			<b>Total Payroll for April 2024 (see attached)</b>	<b>\$ 246,319.23</b>
			<b>Total Claims for April 2024</b>	<b>\$ 365,005.51</b>





## San Gabriel Valley Mosquito & Vector Control District List of Claims | April 2024

### San Gabriel Valley Mosquito And Vector Control District Payroll April 2024

Department	April 11, 2024	April 25, 2024	Total
100-EXECUTIVE	\$ 9,849.92	\$ 9,849.92	\$ 19,699.84
200-ADMINISTRATION	\$ 9,076.91	\$ 9,168.97	\$ 18,245.88
300-OPERATIONS	\$ 54,902.10	\$ 58,577.45	\$ 113,479.55
400-SURVEILLANCE	\$ 16,225.86	\$ 16,395.63	\$ 32,621.49
500-COMMUNICATIONS	\$ 17,266.14	\$ 17,612.66	\$ 34,878.80
300-1 EXTRA HELP (SEASONAL)	\$ -	\$ 12,156.00	\$ 12,156.00
<b>GROSS PAYROLL</b>	<b>\$ 107,320.93</b>	<b>\$ 123,760.63</b>	<b>\$ 231,081.56</b>
EMPLOYER TAXES	\$ 1,653.48	\$ 2,875.97	\$ 4,529.45
CAR ALLOWANCE (DM)	\$ 500.00	\$ -	\$ 500.00
EMPLOYEE BENEFITS-MED	\$ 5,197.77	\$ 5,010.45	\$ 10,208.22
<b>TOTAL PAYROLL</b>	<b>\$ 114,672.18</b>	<b>\$ 131,647.05</b>	<b>\$ 246,319.23</b>

THIS PAGE INTENTIONALLY LEFT BLANK



## San Gabriel Valley Mosquito & Vector Control District Budget Status Report | April 2024

### COMPARATIVE YTD ACTUAL TO FULL YEAR BUDGET CURRENT PERIOD 84% OF YEAR COMPLETED – APRIL 30, 2024

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
<b>PERSONNEL EXPENSES</b>						
Salaries, Exempt	56,743.60	615,017.34	881,671.00	266,653.66	69.76	
Salaries - Non Exempt	135,324.81	1,357,762.66	1,959,706.00	601,943.34	69.28	
Salaries - Overtime	23.84	59,388.16	24,500.00	(34,888.16)	242.40	ENS Activity
Salaries - Vacation	23,645.94	151,404.20	113,939.00	(37,465.20)	132.88	Alba Term
Salaries-Holiday	1,227.06	87,152.94	123,815.00	36,662.06	70.39	
Salaries, Sick Pay	2,557.11	81,861.48	96,215.00	14,353.52	85.08	
Salaries, Part-time - XH	11,559.20	117,771.32	209,183.00	91,411.68	56.30	
Management Car Allowance	500.00	5,000.00	6,000.00	1,000.00	83.33	
Cafeteria Benefit	29,073.59	308,140.57	469,200.00	161,059.43	65.67	
Hlth Benefits, Ret Emps	3,534.95	36,170.68	46,000.00	9,829.32	78.63	
Employer, 457 Contribution	553.72	6,090.92	7,862.00	1,771.08	77.47	
Medicare	3,482.82	37,073.44	50,457.00	13,383.56	73.48	
Retirement - Classic - Normal Cost 12.47%	6,405.62	71,706.25	218,287.00	146,580.75	32.85	
Retirement - Pepra Normal Cost 7.68%	13,328.74	133,609.78	370,048.00	236,438.22	36.11	
Retirement - Classic Retire ADP	0.00	293,509.00	470,215.00	176,706.00	62.42	Remaining balance applied to PEPRA
Retirement - PEPRA Retire ADP	0.00	176,706.00	0.00	(176,706.00)	0.00	(see above)
Retirement - Classic-Unfunded Liability	0.00	115,719.00	119,589.00	3,870.00	96.76	Annual payment
Retirement - Pepra-Unfunded Liability	0.00	0.00	0.00	0.00	0.00	
Social Security	350.76	5,547.43	8,175.00	2,627.57	67.86	
Group Term Life Ins	399.70	4,468.12	5,500.00	1,031.88	81.24	
Tuition Reimbursement	2,000.00	6,000.00	4,000.00	(2,000.00)	150.00	
Insurance, unemployment	695.87	15,717.45	24,000.00	8,282.55	65.49	
Post Retirement Benefits	0.00	50,000.00	50,000.00	0.00	100.00	One time payment
<b>TOTAL PERSONNEL EXPENSES</b>	<b>291,407.33</b>	<b>3,735,816.74</b>	<b>5,258,362.00</b>	<b>1,522,545.26</b>	<b>71.05</b>	
<b>OPERATING EXPENSES</b>						
Event Participation Fees	25.00	325.00	2,000.00	1,675.00	16.25	
Arbovirus Testing Supplies	91.89	14,121.64	20,000.00	5,878.36	70.61	
Branded Clothing	545.20	2,856.73	4,000.00	1,143.27	71.42	
Boots	1,671.24	4,533.44	5,500.00	966.56	82.43	
Misc. Rentals	0.00	0.00	2,000.00	2,000.00	0.00	
Professional Development	0.00	812.72	2,000.00	1,187.28	40.64	
Awards	276.22	2,874.35	4,200.00	1,325.65	68.44	
Advertising	871.92	8,009.07	20,000.00	11,990.93	40.05	



## San Gabriel Valley Mosquito & Vector Control District Budget Status Report | April 2024

### COMPARATIVE YTD ACTUAL TO FULL YEAR BUDGET CURRENT PERIOD 84% OF YEAR COMPLETED – APRIL 30, 2024

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Bank Charges	1,058.50	14,639.12	21,000.00	6,360.88	69.71	
Board Expenses	2,659.59	21,644.83	41,000.00	19,355.17	52.79	
Computer Hardware	42.67	6,846.81	26,000.00	19,153.19	26.33	
Computer Software	2,076.01	79,309.76	84,000.00	4,690.24	94.42	Annual renewals
Website/Email Service	60.00	6,060.01	7,500.00	1,439.99	80.80	Annual renewal
Building maintenance	13,200.63	60,696.91	90,000.00	29,303.09	67.44	
Maintenance, equipment	403.99	908.62	3,000.00	2,091.38	30.29	
Maintenance, grounds	175.00	1,175.00	2,000.00	825.00	58.75	
Equipment Lease	1,718.45	16,632.11	22,000.00	5,367.89	75.60	
Fees & Assessments	700.00	4,680.34	4,500.00	(180.34)	104.01	LAIF, CalPERS, LAC Fire, City of WC fees
Hiring expenses	2,080.00	3,738.35	13,000.00	9,261.65	28.76	
VCJPA General Fund	0.00	3,726.00	2,095.00	(1,631.00)	177.85	Annual premium
Insurance, liability	0.00	118,087.00	131,279.00	13,192.00	89.95	Annual premium
Workers Comp Insurance	0.00	112,417.00	144,664.00	32,247.00	77.71	Annual premium
Automobile Insurance	0.00	2,832.00	2,834.00	2.00	99.93	Annual premium
Other Insurance	279.36	1,168.19	5,500.00	4,331.81	21.24	
Insurance, property	0.00	20,008.00	19,593.00	(415.00)	102.12	Annual premium
Legal	2,397.30	37,215.68	40,000.00	2,784.32	93.04	PSR
Memberships	0.00	31,547.58	39,000.00	7,452.42	80.89	
Miscellaneous expenses	0.00	25.00	3,000.00	2,975.00	0.83	
Postage	1,040.34	5,788.35	10,400.00	4,611.65	55.66	
Professional Services, Accounting	1,531.25	11,611.27	0.00	(11,611.27)	N/A	Bookkeeping Svcs (Accounting Specialist duties)
Professional Services, Auditor	0.00	16,230.00	20,000.00	3,770.00	81.15	
Professional Services, Other	724.65	1,442.45	5,000.00	3,557.55	28.85	Optimized Investments
Professional Services, IT	3,675.00	31,139.26	60,000.00	28,860.74	51.90	
Printing & Reproduction	4,117.94	4,117.94	11,000.00	6,882.06	37.44	
Reference	0.00	388.12	800.00	411.88	48.52	
Seminars and meetings	3,664.04	36,169.62	46,000.00	9,830.38	78.63	
Supplies, Surveillance	673.85	10,979.86	16,000.00	5,020.14	68.62	
Supplies, Vehicle Maintenance	5,642.64	44,904.49	50,000.00	5,095.51	89.81	
Supplies, Gasoline	4,019.03	48,091.71	70,000.00	21,908.29	68.70	
Supplies, Office	1,720.33	6,514.61	10,200.00	3,685.39	63.87	
Supplies, Mosquito Fish	86.58	147.09	2,500.00	2,352.91	5.88	
Supplies, Operations	1,565.64	6,799.64	9,000.00	2,200.36	75.55	
Supplies, Pesticides	0.00	126,186.16	100,000.00	(26,186.16)	126.19	Pesticide for Fiscal Year



## San Gabriel Valley Mosquito & Vector Control District Budget Status Report | April 2024

### COMPARATIVE YTD ACTUAL TO FULL YEAR BUDGET CURRENT PERIOD 84% OF YEAR COMPLETED – APRIL 30, 2024

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
Supplies, Communications other forms	3,967.83	8,146.07	8,000.00	(146.07)	101.83
Supplies, Education Program	3,650.76	3,948.57	12,000.00	8,051.43	32.90
Supplies, Safety	341.67	993.87	8,000.00	7,006.13	12.42
Supplies, Media Production	0.00	186.85	800.00	613.15	23.36
Benefit Assesment Admin Cost	0.00	19,914.18	119,000.00	99,085.82	16.73
Communications, Field	3,521.39	26,604.84	50,000.00	23,395.16	53.21
Telephone, Internet	555.00	10,087.50	20,000.00	9,912.50	50.44
Telephone , Office	1,106.51	14,934.77	25,000.00	10,065.23	59.74
Training , CEU's	156.00	8,251.00	4,400.00	(3,851.00)	187.52
Uniforms and clothing	143.64	6,680.30	12,000.00	5,319.70	55.67
Utilities, Electric	1,963.20	27,544.05	35,500.00	7,955.95	77.59
Utilities, Natural Gas	196.95	1,947.71	4,200.00	2,252.29	46.37
Utilities, Water	100.13	1,199.63	2,500.00	1,300.37	47.99
Surveillance, Aerial	0.00	0.00	27,150.00	27,150.00	0.00
<b>TOTAL OPERATING EXPENSES</b>	<b>74,497.34</b>	<b>1,057,841.17</b>	<b>1,501,115.00</b>	<b>443,273.83</b>	<b>70.47</b>
<b>TOTAL EXPENSES</b>	<b>365,904.67</b>	<b>4,793,657.91</b>	<b>6,759,477.00</b>	<b>1,965,819.09</b>	<b>70.92</b>
<b>CAPITAL OUTLAY EXPENSES</b>					
Capital Outlay	13,869.27	13,869.27	25,000.00	11,130.73	55.48
<b>TOTAL CAPITAL EXPENSES</b>	<b>13,869.27</b>	<b>13,869.27</b>	<b>25,000.00</b>	<b>11,130.73</b>	<b>55.48</b>
<b>RESERVES</b>					
Reserve, Public Health Em	0.00	0.00	500,200.00	500,200.00	0.00
Reserve, Capital Projects	0.00	0.00	300,000.00	300,000.00	0.00
Reserve, Pension Liability	0.00	0.00	400,000.00	400,000.00	0.00
Reserve, Building/Facilities	0.00	0.00	100,000.00	100,000.00	0.00
Reserve, Vehicle Replacement	0.00	0.00	100,000.00	100,000.00	0.00
<b>TOTAL RESERVES</b>	<b>0.00</b>	<b>0.00</b>	<b>1,400,200.00</b>	<b>1,400,200.00</b>	<b>0.00</b>

Annual certification fee

THIS PAGE INTENTIONALLY LEFT BLANK



San Gabriel Valley Mosquito & Vector Control District  
**Board of Trustees Meeting Minutes**  
 April 12, 2024

**TRUSTEES PRESENT**

Robert Gonzales (Azusa)  
 Emmanuel Estrada (Baldwin Park)  
 Richard Barakat (Bradbury)  
 Corey Calaycay (Claremont)  
 Jerry Velasco (El Monte)  
 Jackie Doornik (Glendora)  
 Manuel Garcia (Irwindale)  
 Charlie Klinakis (La Puente)  
 Meshal Kashifalghita (La Verne)  
 Becky Shevlin (Monrovia)  
 Joseph Leon (Monterey Park)  
 Rachel Janbek (Pasadena)  
 Sandra Armenta (Rosemead)  
 Ryan Vienna (San Dimas)  
 Denise Menchaca (San Gabriel)  
 John Capoccia (Sierra Madre)  
 Cynthia Sternquist (Temple City)  
 Allen Wu (Walnut)  
 Lloyd Johnson (West Covina)

**TRUSTEES ABSENT**

Henry Aviles (Alhambra)  
 Sho Tay (Arcadia)  
 Patricia Cortez (Covina)  
 Margaret Finlay (Duarte)  
 Catherine Marcucci (Industry)  
 Anish Saraiya (L.A. County)  
 Tim Sandoval (Pomona)  
 Robert Joe (South Pasadena)

**STAFF PRESENT**

Jason Farned  
 Cecilia Contreras  
 Tristan Hallum  
 Gilbert Holguin  
 Anais Medina Diaz  
 Jerry Mireles

**GUESTS PRESENT**

District Counsel, Kelly Alhadeff-Black

**1. Call to Order**

Board President Capoccia called the meeting to order at 7:01 a.m. Trustee Gonzales led the Pledge of Allegiance. Clerk of the Board Mireles confirmed a quorum and noted absences.

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

None

**3. Consent Calendar**

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

AYES: Gonzales, Estrada, Barakat, Calaycay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Aviles, Tay, Cortez, Finlay, Marcucci, Saraiya, Sandoval, Joe



#### 4. Presentation

None

#### 5. Consider Annual Approval of Investment Policy No. 30

District Manager Jason Farned mentioned that the investment policy requires an annual review. The finance committee met on April 4th but did not suggest any changes to the policy.

Motion by Trustee Calaycay, seconded by Trustee Wu and carried by the following vote to approve the Annual Approval of Investment Policy No. 30.

AYES: Gonzales, Estrada, Barakat, Calaycay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Aviles, Tay, Cortez, Finlay, Marcucci, Saraiya, Sandoval, Joe

#### 6. Investment Strategy Report

Mr. Farned stated that the Board instructed staff to proceed with a proposal from Optimized Investment Partners (OIP) to provide investment advisory services. The district then finalized a contract with OIP on February 1, 2024. To implement this proposal, the District must transfer \$2 million from the CA CLASS account to the US Bank custodial account. Once US Bank has received the funds, TVI can start seeking securities that meet OIP's strategy and the district's investment policy.

During discussions, Trustee Barakat sought clarification on the definition of a basis point and how much the annual fee would amount to. Trustee Leon inquired about the existence of a penalty fee for selling investments. Mr. Farned provided clarification, stating that there is no penalty fee for selling investments. However, he cautioned about the potential risks associated with fluctuations in interest rates and market values, which could result in selling investments for less than their purchase price. Additionally, he noted that the annual fee for the basis point is \$200.

Motion by Trustee Calaycay, seconded by Trustee Johnson and carried by the following vote to approve to transfer \$2 million from CA CLASS to US Bank to be investment in the manner proposed by, and under the guidance of Optimized Investment Partners.

AYES: Gonzales, Estrada, Barakat, Calaycay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Aviles, Tay, Cortez, Finlay, Marcucci, Saraiya, Sandoval, Joe





## San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes April 12, 2024

### 7. Consider Vote on Ballot for Special District LAFCO Voting Member

Mr. Farned informed the Board of an opening for the Special District (LAFCO) Voting Member, with the term set to expire in May 2028. The District has been tasked with selecting one candidate for this position, and the deadline for returning the ballot is April 26, 2024.

Vice-President Kashifalghita highlighted the necessity for the District to have the ability to nominate a candidate for the position.

After further discussion, the Board nominated Steven Appleton to fill the vacant position.

Motion by Trustee Johnson, seconded by Trustee Vienna and carried by the following vote to nominate Steven Appleton as the Special District (LAFCO) Voting Member.

AYES: Gonzales, Estrada, Calaycay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Armenta, Vienna, Menchaca, Capoccia, Sternquist, Wu, Johnson

NOES: Barakat

ABSTAIN: None

ABSENT: Aviles, Tay, Cortez, Finlay, Marcucci, Saraiya, Sandoval, Joe

### 8. District Administration

#### 8.1 Committee Meeting Notifications

Mr. Farned updated the Board, stating that the Legislative and Public Information Committees would commence after the adjournment of the Board meeting.

#### 8.2 District Update

Mr. Farned informed the board that the 35th anniversary event is scheduled for April 16, 2024, from 11:00 am to 1:00 pm. He reminded trustees to RSVP and extend invitations to any additional guests. Anais Medina Diaz, the Director of Communications, reported that they have received over 60 RSVPs.

Mr. Farned also mentioned that the American Mosquito Control Association recently held its annual conference, which was highly beneficial. He highlighted Vector Ecologist Jaime Mangan's excellent presentation during the event. The primary focus of the conference was discussing dengue fever. Additionally, Mr. Farned noted that mosquito season has commenced, with routine tracking underway for a few weeks. He mentioned that most seasonal staff have been onboarded, including 4 returning members and 4 new members.

### 9. Committee Reports

Mr. Farned informed the board that the District conducted two separate Ad-Hoc Committee meetings. The Ad-Hoc Committee meeting for the solar project took place on April 3, 2024. During this meeting, the committee engaged with three contractors who specialize in energy infrastructure projects for state and local governments. Subsequently, the committee instructed staff to proceed with two of the three firms: SitelogiQ and Centrica Business Solutions.



## San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes April 12, 2024

During the discussion, Trustee Barakat inquired about the expected lifespan of the solar panels, to which Mr. Farned responded it ranges from 20 to 30 years. Trustee Calaycay expressed satisfaction with the meeting's discussions, highlighting considerations of both the advantages and disadvantages of solar and hydrogen energy. Additionally, there was discussion about potentially separating the solar project from roof repair.

Trustee Shevlin sought clarification on the timeline for completing the roofing project, and Mr. Farned indicated they aim to have it completed by the following year.

In addition, Mr. Farned explained the Benefit Assessment Ad Hoc Committee met on April 4, 2024. The Committee met with Susan Barnes a consultant from SCI Consulting Group and gave a detailed presentation outlining alternative funding mechanisms.

### 10. Trustee Reports

Trustees Velasco and Menchaca highlighted the value of their ride-along experience, discussing various insights ranging from drainage issues to gutter maintenance. Trustee Velasco emphasized the importance of Trustees participating in a ride-along to better understand the technicians' daily operations.

Trustee Sternquist asked about the possibility of using Community Development Block Grant (CDBG) funding for pool maintenance assistance for residents and Mr. Farned insisted he would follow up on that matter.

### 11. New Business

None

### 12. Adjournment

The meeting was adjourned at 8:11 a.m.



### Zone Specialists:

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

### Operations Summary:

This report includes chemical usage for March 2024. It does not include pesticide usage for April because the reporting period concluded before the end of the month. April's pesticide usage will be included in next month's report.

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

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

The District is in the second phase of its spring swimming pool condition confirmation effort with nearly 61% of the 2,486 non-functional swimming pools in compliance. Aerial surveillance will be taking place and be used to verify pool conditions for those residents who do not respond to our requests for condition confirmation.

### Chemical Usage:

#### March 2024

Larvicides/Pupicides			
Method of Action	Target	Amount	Area Treated
<b>Larvicide Oils (Surface Film)</b>			
Suffocation	Mosquitoes	<b>0.77</b> gal.	<b>6965</b> sq.ft.
<b>Insect Growth Regulators (IGR's)</b>			
Inhibits metamorphosis	Mosquitoes	<b>54.02</b> lbs.	<b>73407</b> sq.ft.



Bacterials					
Ingestion, toxicant	Mosquitoes	0.22	gal.	110880	sq.ft.
Ingestion, toxicant	Mosquitoes	31.50	lbs.	258136	sq.ft.
Ingestion, toxicant	Black flies	5.37	gal.	1490	m <sup>3</sup>
Biologicals					
Mosquito fish	Mosquitoes	205	ea.	5852	sq.ft.

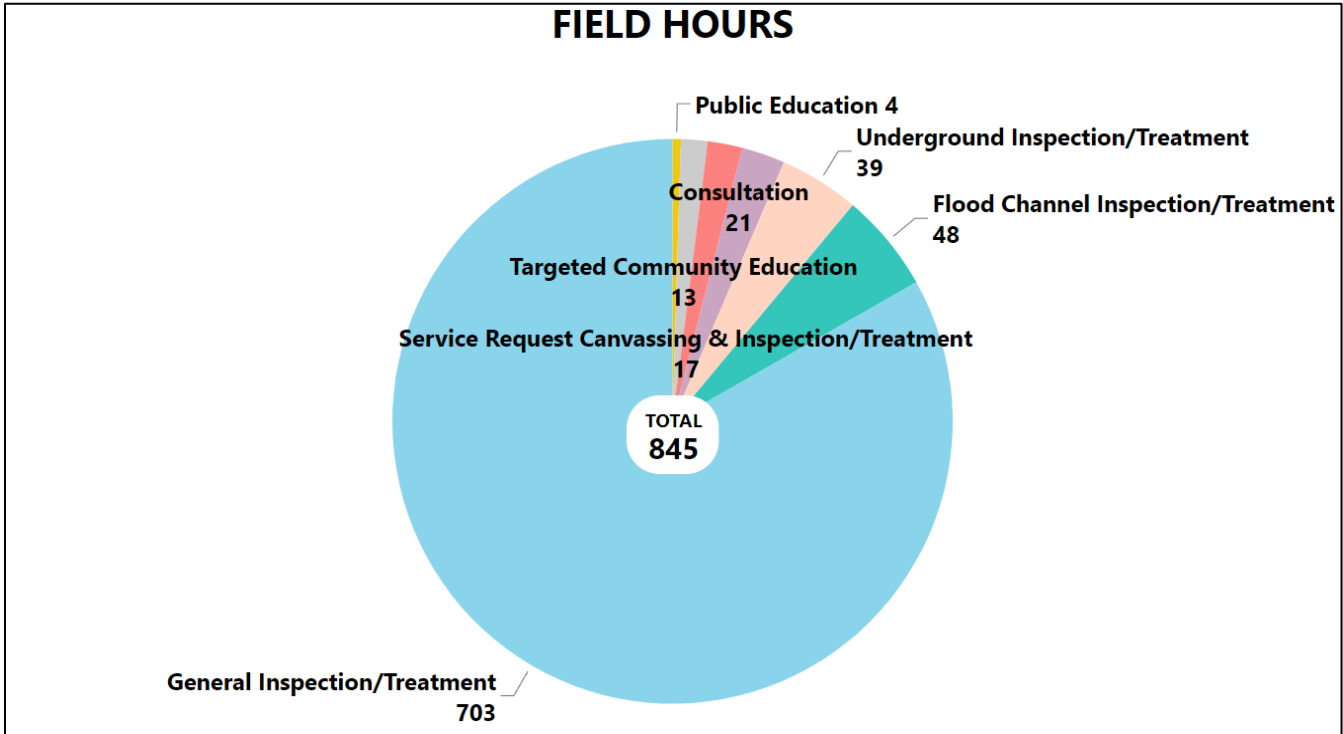
**Field Statistics:**

**1,197** - 1.8%  
2023  
SITES VISITED

**55** + 19.05%  
2023  
SERVICE REQUESTS

**17** + 23.53%  
2023  
CONSULTATIONS

**FIELD HOURS**





# San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 14 - 17 | March 31 – April 27

## Surveillance Activities

Routine mosquito surveillance continued through disease weeks 14-17 using Gravid, BG Sentinel 2 and Encephalitis Vector Surveillance (EVS) trap types. An average of 58 traps were deployed each week while total abundance ranged from 1555-2263 mosquitoes per week. The average number of mosquitos caught per trap ranged from 27.3-39.7 during this time frame. Routine mosquito surveillance was put on pause during disease week 16 to allow for staff to complete state required training and to aid in the Districts 35<sup>th</sup> anniversary planning/execution.

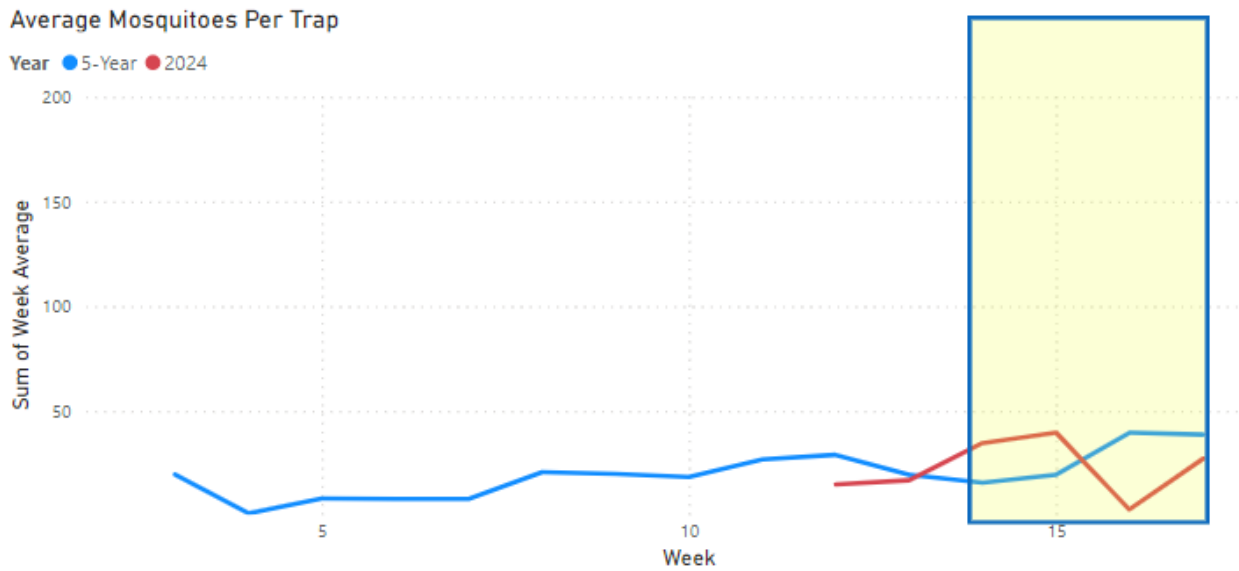
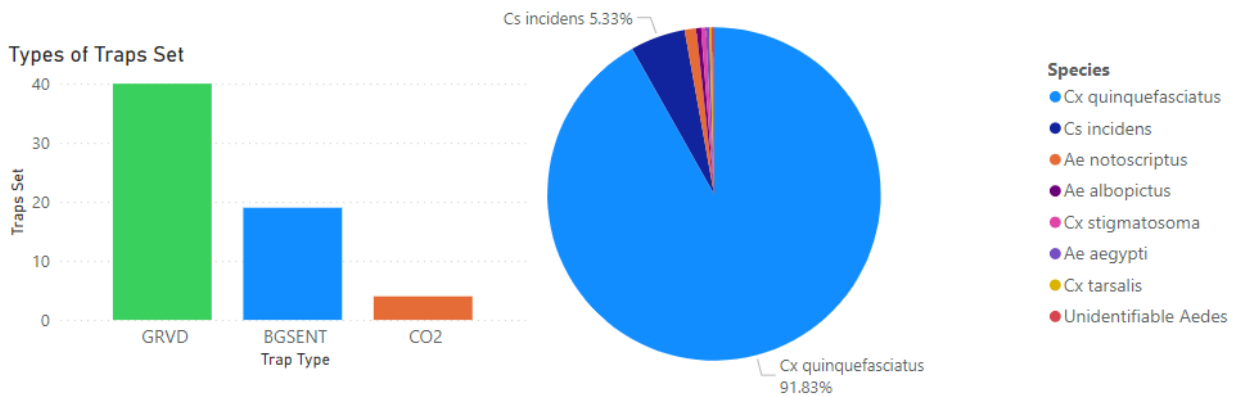


Fig. 1 Average mosquito counts per trap for the current year 2024 (red) compared to a five-year average of average mosquito counts (blue) from 2019 through 2023. Highlighted are weeks fourteen through seventeen.





# San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 14 - 17 | March 31 – April 27

Fig. 2 The bar chart depicts the total number/types of traps set while the pie chart depicts the total percentage of mosquitoes collected during the current reporting period. Species listed on the far right are sorted from high to low as a function of total collections.

Community/City	Avg Mosq per Trap
Alhambra	14
Altadena	8
Arcadia	45
Azusa	59
Baldwin Park	44
Bradbury	12
Claremont	8
Covina	36
Duarte	9
El Monte	39
Glendora	33
Industry	29
Irwindale	15
La Puente	43
La Verne	10
Monrovia	23
Monterey Park	34
Pasadena	10
Pomona	24
Rosemead	41
San Dimas	13
San Gabriel	35
Sierra Madre	10
South Pasadena	27
Temple City	29
Walnut	27
West Covina	44

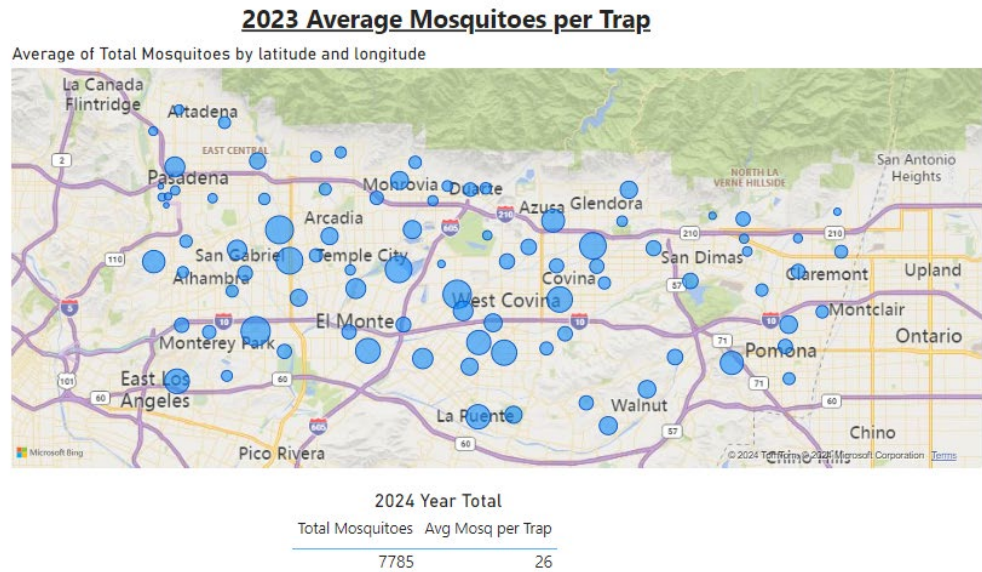


Fig. 3 The chart on the left depicts the average amount of mosquitoes collected per trap by sampling location and city/community. The map displays these trapping location averages while the size of the bubbles on the map reflects the relative abundance of mosquitoes caught at each site.

### Black Fly Surveillance

Routine black fly surveillance was conducted during disease weeks 14 and 17. This surveillance was conducted using EVS traps baited with carbon dioxide in the form of dry ice. While adult black fly presence has been noted by residents and technicians, abundance has remained below actionable thresholds.





# San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 14 - 17 | March 31 – April 27

## Week 14,17 Black Fly Data

**CO2 Traps**

Zone	Site Name	Trap Type	Total Black Fly
5	Tall Pine Dr	CO2	82
7	Hook West Flood Channel	CO2	43
7	1000 Glencoe Heights	CO2	37
7	Hook West Flood Channel	CO2	32
7	1251 Hicrest Rd (GL)	CO2	27
7	1000 Glencoe Heights	CO2	26
5	Tall Pine Dr	CO2	16
7	1251 Hicrest Rd (GL)	CO2	12

- Site Name**
- 1000 Glencoe Heights
  - 1251 Hicrest Rd (GL)
  - Bernard Biostation
  - Hook West Flood Channel
  - Pomona Water District
  - Rainbow Ranch
  - Tall Pine Dr

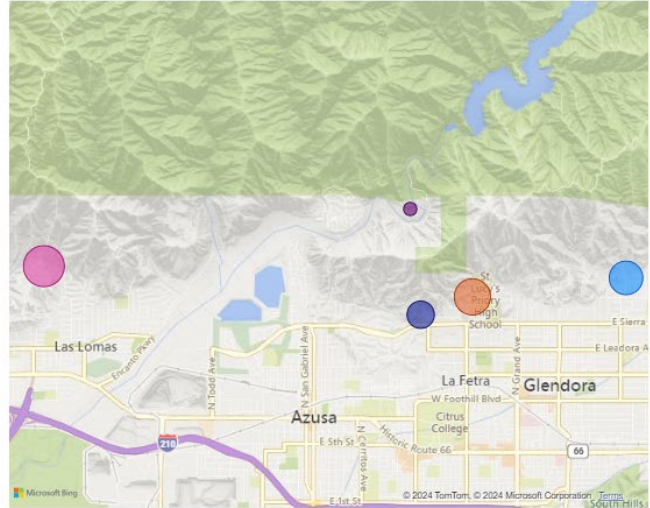


Fig. 4 Black fly trap locations for disease weeks 14 and 17. All trap locations shown were positive for black flies. The size of the bubbles on the map reflects the relative abundance of black flies caught at each site.

**Underground Surveillance**

In disease week 15, the department set underground mosquito abundance traps vicinity of Kahler Russel Park and Covina Park in the city of Covina while also trapping near Cortez Park in the city of West Covina. No mosquitoes were collected from these activities.

**Enhanced Surveillance**

Enhanced surveillance activities are activated when further mosquito abundance/disease information is required from a specific area. Generally, these activities are activated in response to specific triggers but can be utilized proactively in areas of historic concern.

From disease weeks 14 through 17, one enhanced surveillance activity was performed. This activity occurred in disease week 16 in response to a travel related Dengue virus case in the city of Pasadena. No invasive *Aedes* were collected from the activity and minimal *Culex* collections resulted from the activity.

**Arbovirus Activity**

As of disease week 16, West Valley Mosquito and Vector Control District has resumed testing our dead bird and mosquito pool samples. As a reminder, mosquitoes are tested in groups, routinely of 20-50 individuals, to test for the presence of virus. These groups of mosquito samples are referred to as a mosquito “pool”. *Aedes* mosquitoes can be tested in lower quantities to aid in identifying local transmission. *Culex* mosquito samples and dead bird samples are tested for West Nile virus (WNV), St.



## San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 14 - 17 | March 31 – April 27

Louis Encephalitis (SLE) and Western Equine Encephalitis (WEE) virus. Submitted *Aedes* samples are tested for Dengue (DENV), Chikungunya (CHIKV) and Zika virus (ZIKV).

The following are the weekly results from the District's arbovirus testing:

-Week 16: 0 out of 2 dead bird samples and 0 out of 22 mosquito pools tested positive for WNV.

-Week 17: 0 out of 20 mosquito pools tested positive for WNV.





# San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 14 - 17 | March 31 – April 27

## Outreach Summary:

The District hosted a 35<sup>th</sup> Anniversary Celebration Open House on Tuesday, April 16<sup>th</sup> to celebrate over three decades of protecting public health from mosquitoes in the San Gabriel Valley. The Communications Department worked tirelessly to plan and execute this event that allowed us to engage with District partners, collaborators, and state representatives. Thank you to the board, management team, and District staff for their support leading up to the open house and joining us to celebrate this milestone. The Communications Department also planned for a successful California Mosquito Awareness Week and capitalized on our city partnerships to remind residents to prepare for mosquito season.

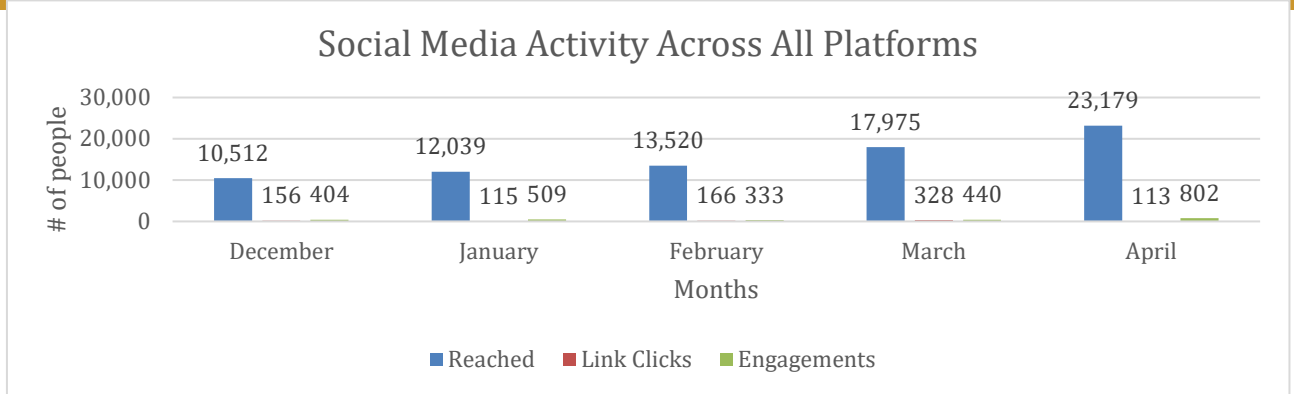
The EcoHealth Vector Program continues to conduct in-class presentations and activities, collected 6-month surveys from students participating in the community science programs, and is preparing for a teacher development course that will be offered this upcoming July. Education specialists finalized their community science programs and will be awarding over 400 Vector Inspectors of the Year certificates by the end of the school year!

<p><i>Caption: Representatives from State Senator Rubio presented the District with a California Legislature Resolution.</i></p>	<p><i>Caption: Representative from Los Angeles County Supervisor Hilda Solis', District 1 presented the District with a certificate of recognition.</i></p>	<p><i>Caption: Ada Eez briefly disrupted the program to remind folks that mosquito season is officially here!</i></p>





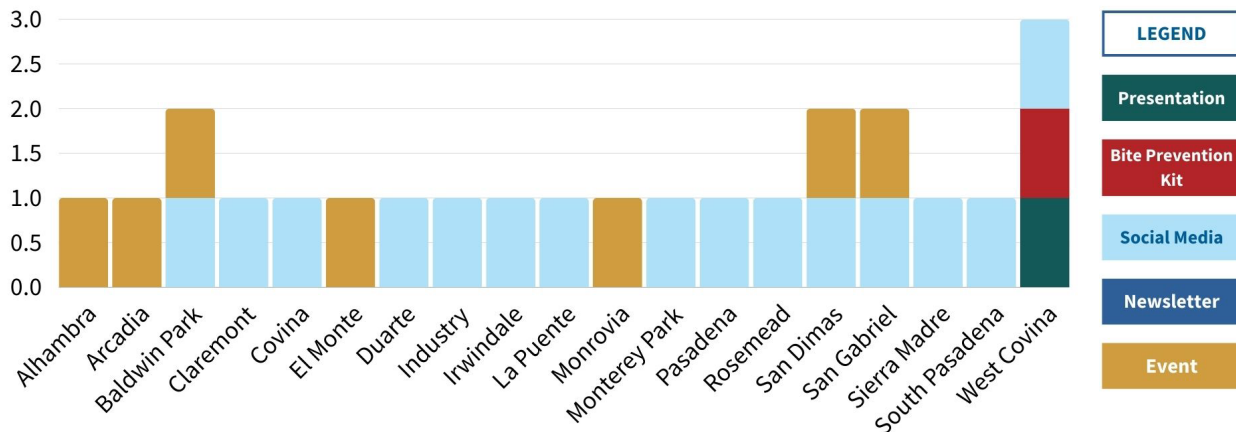
## San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 14 - 17 | March 31 – April 27



**Digital Marketing:**

- 1) Key Performance Indicators (KPIs):  
*A delay in reported data may be present. Reported numbers reflect full calendar months to accurately track KPIs from all District social media platforms.*
- 2) Digital Response Support

## CITY ENGAGEMENT - SPRING 2024

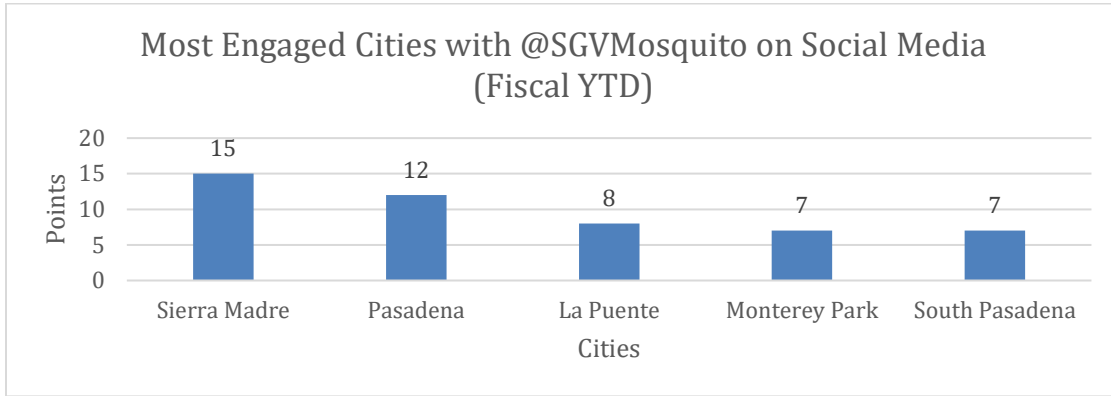


- a) Insect repellent and safe travel tips for winter months.
- 3) City Engagement  
*Tracking the District's engagement with each city. Outreach services and opportunities for engagement are identified in the legend.*
- 4) Social Media
  - a) Roll out of the District's 35<sup>th</sup> Anniversary content
  - b) Celebration of National Public Health Week (April 1<sup>st</sup> – April 6<sup>th</sup>)



## San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 14 - 17 | March 31 – April 27

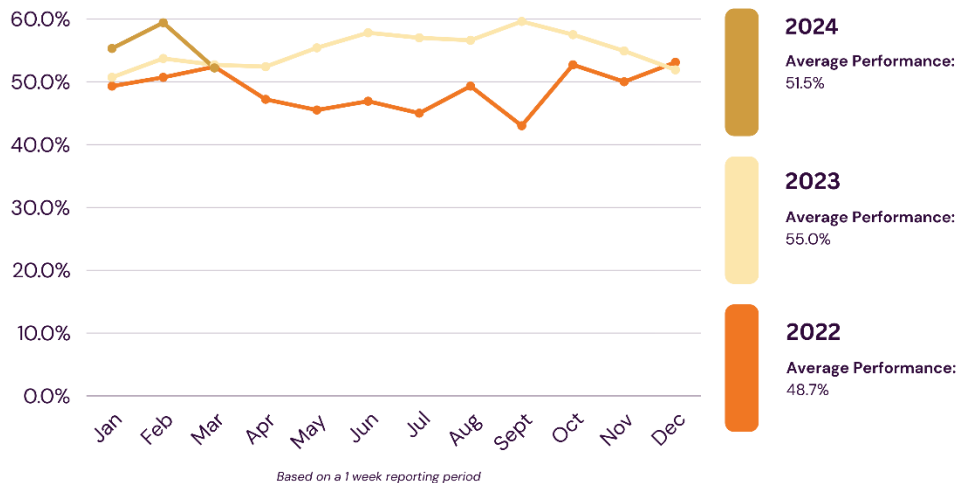
- c) Celebration of California Mosquito Awareness Week (April 14<sup>th</sup> – April 20<sup>th</sup>) – great engagement on social media from our cities



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

- 1 Point - Passive engagement: Like post, view IG story,
- 2 Points - Active Engagement: Share on FB, retweet, share in IG stories,

### Short Bites Monthly Performance



3 Points - Champion Engagement: Post content from SGVMVCD, creating a collaborative post, tags @SGVMosquito

#### 5) Email Marketing

##### a) Short Bites Monthly

- i. April Short Bites Monthly E-blast send to Champions audience and General Notification audience.
- ii. April Short Bites blog post published and promoted on social media.

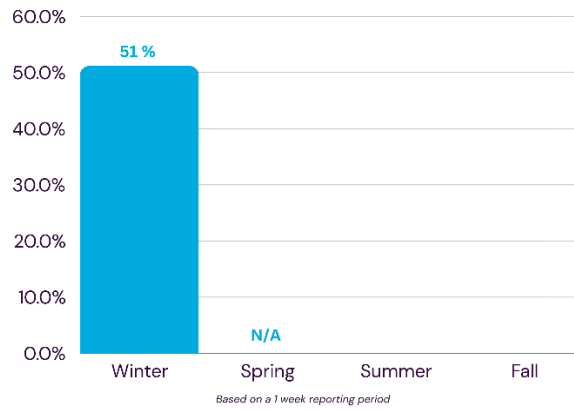


# San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 14 - 17 | March 31 – April 27

b) Spring Campaign E-blast

- i. Spring campaign E-blast did not occur due to the planning of the 35<sup>th</sup> Anniversary Open House
- ii. Spring campaign blog post published and promoted on social media.

### Seasonal Campaign E-blast Performance



6) Content Development

- a) Developing branding and marketing plan to celebrate the District’s 35<sup>th</sup> anniversary
- b) Developing public service announcement video and accompanying digital assets in preparation for California Mosquito Awareness Week.



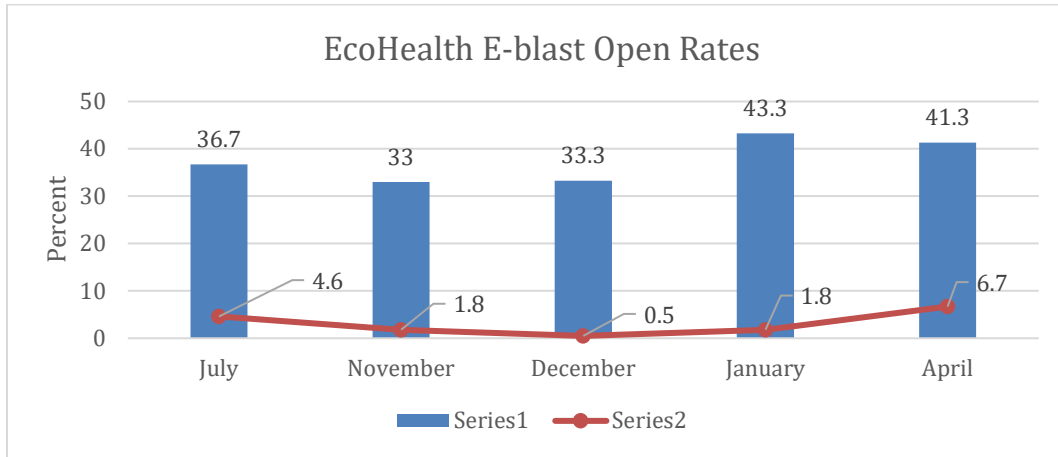
## EcoHealth Vector Education



1. Data in Education (Fiscal YTD)



## San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 14 - 17 | March 31 – April 27



### 2. EcoHealth Highlights

- (3/13) Students with Disabilities Resource Fair
- (4/18) Ekstrand Kindergarten Visit Pre-assessment compared to post-assessment:
  - Question: "What does Ada love?"
    - Answer: "Water, blood, hiding places"
  - Percent change:  $(\text{post} - \text{pre} / \text{pre}) = 285\%$
- Translated Parent literature into Spanish and Vietnamese

THIS PAGE INTENTIONALLY LEFT BLANK



## San Gabriel Valley Mosquito & Vector Control District Treasurer's Report | March 2024

This Treasurer's Report reflects the SGVMCD's month end balance of District funds for the period noted above. It is in full compliance with the District's Investment Policy. The Secretary-Treasurer hereby certifies that the District can meet expenditure requirements for the next six months with funds from the Revolving Fund, L.A. County Pool, CA CLASS, and LAIF accounts.

### LOCAL AGENCY INVESTMENT FUND (LAIF)

BEGINNING BALANCE				<b>\$139,464.38</b>
No transactions this period		\$0.00		
ENDING BALANCE				<b>\$139,464.38</b>
% OF ANNUAL EXPENDITURE:	2.06%	YIELD:	4.23%	MATURITY DATE: PERPETUAL SOURCE: MARCH 2024 STATEMENT

### LOS ANGELES COUNTY POOL (PB1)

BEGINNING BALANCE				<b>\$702,596.41</b>
Interest Earned		\$3,479.63		
22-23 AIR, DA & Penalty UNS PR YR		\$120.84		
Trust Warrant #743 (Withdrawal for Investment Transfer)		(\$603,000.00)		
ENDING BALANCE				<b>\$103,196.88</b>
% OF ANNUAL EXPENDITURE:	1.52%	YIELD:	4.04%	MATURITY DATE: PERPETUAL SOURCE: ND 24, PERIOD 9

### CALIFORNIA CLASS PRIME

BEGINNING BALANCE				<b>\$3,974,167.70</b>
Contribution		\$603,000.00		
Interest Earned		\$17,102.16		
Withdrawal (Claims for February 2024)		(\$537,886.13)		
ENDING BALANCE				<b>\$4,056,383.73</b>
% OF ANNUAL EXPENDITURE:	59.79%	YIELD:	5.42%	MATURITY DATE: PERPETUAL SOURCE: MARCH 2024 STATEMENT

### VCIPA CONTINGENCY FUND

BEGINNING BALANCE				<b>\$154,466.00</b>
Interest Earned		\$427.00		
Service Charge		-\$3.00		
ENDING BALANCE				<b>\$154,890.00</b>
% OF ANNUAL EXPENDITURE:	2.28%	YIELD:	2.88%	MATURITY DATE: PERPETUAL SOURCE: MARCH 2024 STATEMENT*

\*Statements provided on quarterly basis only

### CITIZENS BANK (REVOLVING FUND)

BEGINNING BALANCE				<b>\$205,436.33</b>
Debit Activity		(\$2,180,552.96)		
Deposits		\$2,175,285.83		
Service Charge		(\$169.20)		
ENDING BALANCE				<b>\$200,000.00</b>
% OF ANNUAL EXPENDITURE:	2.95%			SOURCE: MARCH 2024 STATEMENT

### CITIZENS BANK (SWEEP ACCOUNT)

BEGINNING BALANCE				<b>\$293,532.40</b>
Debit Activity		(\$1,020,330.43)		
Deposits		\$1,102,900.99		
Interest Earned		\$46.22		
ENDING BALANCE				<b>\$376,149.18</b>
% OF ANNUAL EXPENDITURE:	5.54%	YIELD:	0.10%	SOURCE: MARCH 2024 STATEMENT

**ALL FUNDS BEGINNING BALANCE**

**\$5,469,663.22**

**ALL FUNDS ENDING BALANCE**

**\$5,030,084.17**

  
Lloyd Johnson (MBA, CPA, SSF, S&P) [Signature]

Lloyd Johnson, Secretary-Treasurer

04/30/24

Date



## San Gabriel Valley Mosquito & Vector Control District District Working Balance | May 2024

### SGVMVCD WORKING FUND BALANCE MAY 2024

ALL FUNDS ENDING BALANCE (PERIOD ENDING MARCH 2024)	\$5,030,084.17
TOTAL RESERVES	(\$1,400,200.00)
APRIL 2024 EXPENDITURES	\$365,005.51
MAY 1, 2024 WORKING FUND BALANCE	\$3,994,889.68

*Jason Farned*

---

Jason Farned, District Manager



# San Gabriel Valley Mosquito and Vector Control District

## Mosquito and Vector Control Assessment



Engineer's Report  
Fiscal Year 2024-25

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

Engineer of Work:



4745 Mangels Boulevard  
Fairfield, California 94534  
707.430.4300  
[www.sci-cg.com](http://www.sci-cg.com)

This page intentionally left blank.

## **SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

---

---

### **Board of Trustees**

Alhambra — Henry Aviles  
Arcadia — Sho Tay  
Azusa — Robert Gonzales  
Baldwin Park — Emmanuel Estrada  
Bradbury — Richard Barakat  
Claremont — Corey Calaycay  
Covina — Patricia Cortez  
Duarte — Margaret Finlay  
El Monte — Jerry Velasco  
Glendora — Jackie Doornik  
Industry — Catherine Marcucci  
Irwindale — Manuel Garcia  
La Puente — Charlie Klinakis  
La Verne — Meshal Kashifalghita  
Los Angeles County — Anish Saraiya  
Monrovia — Becky Shevlin  
Monterey Park — Joseph Leon  
Pasadena — Rachel Janbek  
Pomona — Tim Sandoval  
Rosemead — Sandra Armenta  
San Dimas — Ryan Vienna  
San Gabriel — Denise Menchaca  
Sierra Madre — John Capoccia  
South Pasadena — Robert Joe  
Temple City — Cynthia Sternquist  
Walnut — Dr. Allen Wu  
West Covina — Lloyd Johnson

---

### **District Manager**

Jason Farned

---

### **Engineer of Work**

SCI Consulting Group

This page intentionally left blank.

# Table of Contents

**Introduction .....7**  
    Proposition 218 ..... 9

**Estimate of Costs and Budget .....11**

**Method of Assessment.....12**  
    Benefit Factors ..... 12  
    Method of Assessment..... 13  
    Duration of Assessment ..... 14  
    Appeals and Interpretation ..... 15

**Assessment.....16**

**Assessment Diagram .....18**

**Assessment Roll .....20**

**LIST OF FIGURES**

---

Figure 1 – Proposed District Budget for Fiscal Year 2024-25..... 11

Figure 2 – Benefit Unit Assignment ..... 13

Figure 3 – Benefit unit by Property Type ..... 14

FIGURE 4 – Assigned Benefit Units..... 16

## Introduction

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

*(b) The Legislature further finds and declares:*

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

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

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

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

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

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

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

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



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

### Proposition 218

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

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

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

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

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

## **GENERAL DESCRIPTION OF SERVICES**

---

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

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

## Estimate of Costs and Budget

**Figure 1 – Proposed District Budget for Fiscal Year 2024-25**

<b>SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT</b>		
<b>Mosquito and Vector Control Assessment District</b>		
Estimate of Cost		
		<i><b>Budget</b></i>
<hr/>		
Vector Control Services and Related Expenditures		
Salaries & Benefits		\$5,163,827
Maintenance and Operations		\$1,659,952
Capital Outlay		\$350,000
Funds to Reserve		\$512,501
Total Services and Operation		<u>\$7,686,280</u>
<b>Net Amount To Be Assessed</b>		<b>\$7,686,280</b>
<hr/>		
	<u><b>Parcels</b></u>	<u><b>Total Assessment</b></u>
	384,314	\$7,686,280
<hr/>		

\*This budget allocates additional funds to our reserve to cover the anticipated costs of a Proposition 218 assessment ballot proceeding in 2027. The increase in our mosquito and vector control rate is intended to finance these proceedings, ensuring compliance with legal and procedural requirements and enabling sustained funding for essential vector control services. The reserve allocation reflects a proactive fiscal approach to manage upcoming expenses and maintain service levels without financial disruption.

## Method of Assessment

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

### Benefit Factors

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

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

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

## Method of Assessment

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

**Figure 2 – Benefit Unit Assignment**

<u>Land Use</u>	<u>Assessment Rate per Parcel*</u>
Residential/ No Use Codes	Base of \$13.44 per parcel + \$6.56 for each 1-acre size increment per parcel. (i.e. \$13.44 per parcel for parcels of 1 acre or less, plus \$6.56 per additional 1 acre.)
Commercial	Base of \$13.44 per parcel + \$6.56 for each 20-acre size increment per parcel. (i.e. \$10.71 per parcel for parcels of 20 acres or less, plus \$6.56 per additional 20 acres.)
Agricultural	Base of \$13.44 per parcel + \$6.56 for each 5-acre size increment per parcel. (i.e. \$13.44 per parcel for parcels of 5 acres or less, plus \$6.56 per additional 5 acres.)

\* Maximum rate not to exceed \$20.00 per parcel

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

**Figure 3 – Benefit unit by Property Type**

<b>Land Use Category</b>		<b>Parcels</b>	<b>Acres</b>	<b>Units</b>
<b>Group 1</b>				
Residential & No Use Code	< or = to 1 A	356,325	78,784	356,325
Agricultural	< or = to 5 Acres	383	317	383
Commercial	< or = 20 Acres	23,458	21,150	23,458
<b>Group 2</b>				
Residential & No Use Code	> 1 A but < 5 A	3,535	6,233	3,535
Agricultural	> 5 Acres but < 25 Acres	34	348	34
Commercial	> 20 Acres but < 100 Acres	120	4,059	120
<b>Group 3</b>				
Residential & No Use Code	> 5 A	443	8,066	443
Agricultural	> 25 Acres	8	657	8
Commercial	> 100 Acres	8	1,380	8
<b>Total</b>		<b>384,314</b>	<b>120,994</b>	<b>384,314</b>

### Duration of Assessment

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

## Appeals and Interpretation

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

## Assessment

Whereas, the San Gabriel Valley Mosquito and Vector Control District directed the undersigned Engineer of Work to prepare and file a report for the Assessments for fiscal year 2024-25;

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

The total estimated expenditures for vector surveillance and control services to be funded by revenue from the Assessment for FY 2024-25 are \$7,686,280.

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

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the Assessment for the fiscal year 2024-25 for each parcel or lot of land within the said District in accordance to the method of assessment apportionment established in 1996 pursuant to Resolution 96-03.

The total Assessments and Assessment rates for fiscal year 2024-25 are as follows:

**FIGURE 4 – Assigned Benefit Units**

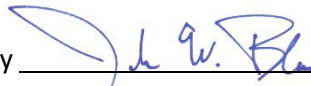
<b>Land Use</b>	<b>Number of Parcels</b>	<b>Total Assessment</b>	<b>% of Total Assessment</b>
Residential/No Use Code	360,303	\$7,206,060	94%
Commercial	23,586	\$471,720	6%
Agricultural	425	\$8,500	0%
<b>Total</b>	<b>384,314</b>	<b>\$7,686,280</b>	<b>100%</b>
Assessment Rate per Base Unit		\$13.44	
Assessment Rate per Acreage Unit		\$6.56	



Dated: May 2, 2024

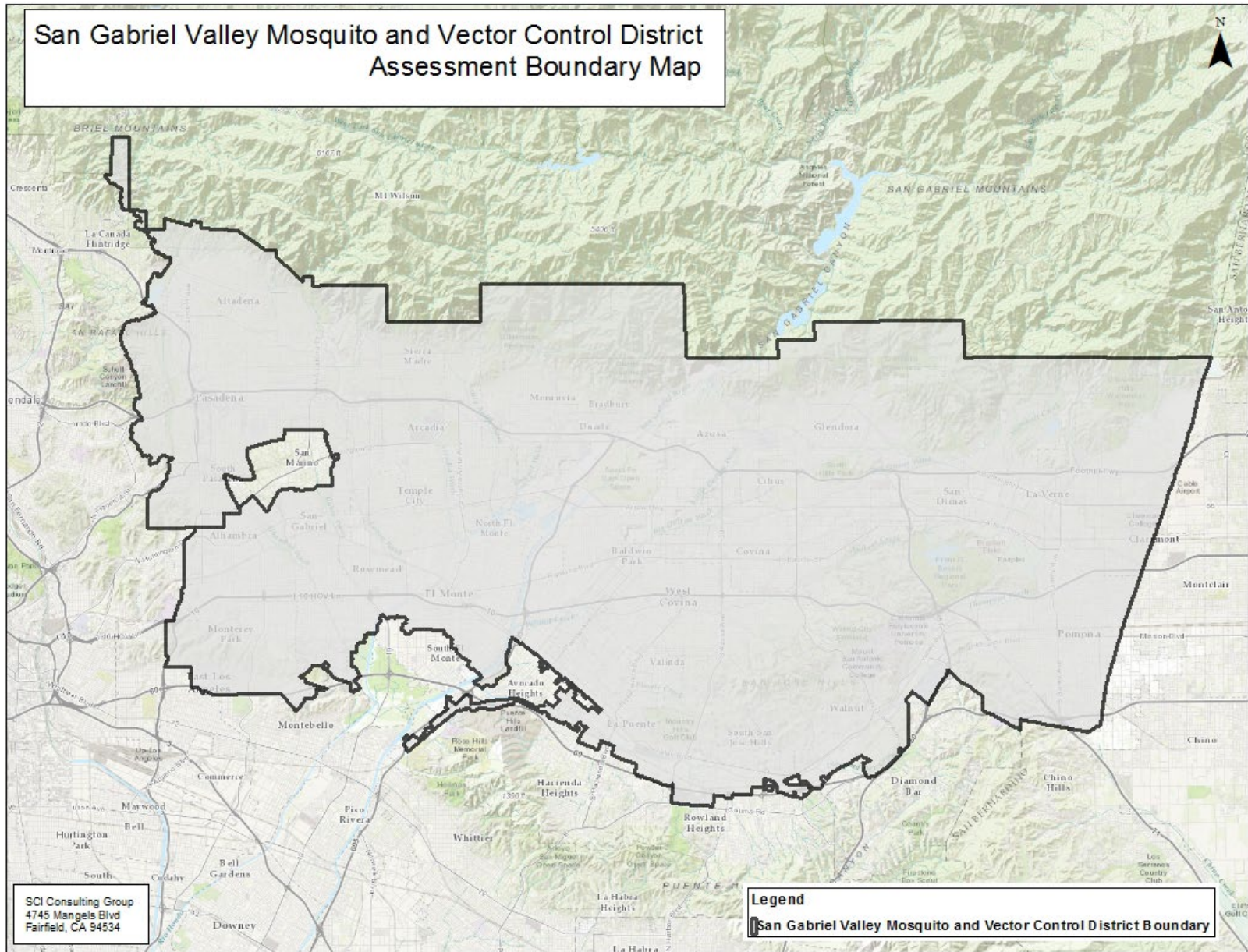


Engineer of Work

By  \_\_\_\_\_  
John W. Bliss, License No. C052091

## Assessment Diagram

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

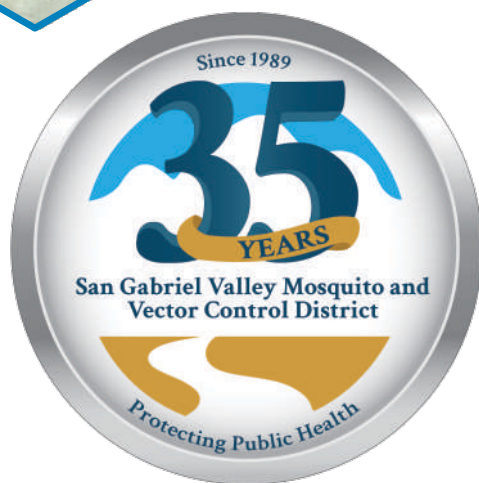


**San Gabriel Valley Mosquito and Vector Control District**  
Mosquito and Vector Control Assessment  
Engineer's Report

## Assessment Roll

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





# Draft Annual Budget FY 2024-2025



## San Gabriel Valley Mosquito and Vector Control District

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

626-814-9466 | 1145 N. Azusa Canyon Road, West Covina, CA 91790

SGVmosquito.org | @SGVmosquito

THIS PAGE INTENTIONALLY LEFT BLANK

# SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT FY 2024-2025 DRAFT BUDGET

## TABLE OF CONTENTS

Letter of Transmittal .....	1
Assessment Rates FY 2024-2025.....	3
Revenue and Expenditure Overview .....	4
Revenue and Expenditure Summary .....	5
Executive Department Overview .....	6
Executive Department Budget .....	7
Administrative Services Department Overview .....	8
Administrative Services Budget .....	9
Operations Department Overview .....	10
Operations Department Budget .....	11
Surveillance Department Overview .....	12
Surveillance Department Budget .....	13
Communications Department Overview .....	14
Communications Department Budget .....	15
Non-Departmental Overview .....	16
Non-Departmental Budget .....	17
Capital Outlay Summary .....	18
Reserves Summary .....	19
Personnel Summary .....	20
Organizational Chart .....	21

THIS PAGE INTENTIONALLY LEFT BLANK





## SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

1145 N. Azusa Canyon Road, West Covina, CA 91790

626-814-9466 | sgvmosquito.org

**To: John Capoccia, President, Board of Trustees  
Lloyd Johnson, Chair, Finance and Audit Committee  
Members of the SGVMVCD Board of Trustees**

**Re: Fiscal Year 2024/25 Annual Budget Transmittal**

It is my pleasure to present the Fiscal Year (FY) 2024/25 annual budget to the San Gabriel Valley Mosquito and Vector Control District Board of Trustees for consideration and adoption.

The FY 2024/25 annual budget includes a projected revenue of \$7,828,780 and projected expenditures of \$7,173,780, with a planned surplus of \$655,000 to be added to reserve accounts as described below. The budget reflects the vision and priorities of the Board of Trustees with the primary objective of successfully achieving the District's mission. All current programs and services are fully funded, providing a comprehensive integrated vector management program designed to reduce the threat of vector-borne disease. The budget also addresses current and future administrative and public health challenges, specifically unfunded accrued liability, the looming benefit assessment cap, energy independence, deferred facility maintenance, cyber security, *Aedes*-borne disease response, and emergency preparedness.

The District will strategically collect revenue in excess of expenditures to build reserves as part of a four-year savings plan to fund future initiatives. The savings plan is threefold: to fund a 218-ballot initiative that will update the District's primary funding mechanism, to fund future sterile insect technique (SIT) research, development, and implementation, and to increase the *Public Health Emergency* fund in response to the growing threat of Dengue fever.

Projected revenue includes funds from assessments, interest earnings, and sales revenue from a vehicle scheduled for replacement, and represents an increase of \$1.35 million, or 20.8% over last fiscal year. The benefit assessment for each parcel in the District will be \$20.00.

Projected expenditures include salaries and benefits, maintenance and operation costs, and capital outlay. Salaries and benefits make up 72% of expenditures at \$5.2 million, up 4.1% over the previous budget. Maintenance and operation costs make up 23% of expenditures at \$1.7 million, up 10% over last fiscal year. Capital outlay makes up 5% at \$350,000 and includes funds for a scheduled vehicle replacement and solar installation/roof repair project.

In FY 2021/22 the District adopted a comprehensive compensation reform plan that addressed deficiencies in salaries and benefits. As part of that reform, a five-year incremental cafeteria plan adjustment (approximately \$66,000/yr.) was approved. FY 2024/25 is year four of five in that plan.

One full-time position has been removed as compared to the previous budget. The District plans to continue contracting for accounting support services and will not fill the full-time position of Accounting Specialist. Two additional seasonal workers were included in this budget in the Operations Department to help facilitate the work associated with the forecasted influx of travel related Dengue cases.

The District continues to address unfunded accrued pension liability (UAL) and associated interest. The FY 2024/25 budget includes the minimum annual payment for CalPERS UAL in the amount of \$136,444, an additional discretionary payment of \$353,360, and \$150,000 for Other Post-Retirement Benefits (OPEB).

The rising costs of goods and services were taken into consideration. The Consumer Price Index (CPI) for the Los Angeles area reports a 4% increase in consumer goods year over year for March 2024. An increased cost in supplies and contract services are accounted for. The significant increase in CPI also motivated a 4% cost of living adjustment for all staff members.

At the direction of the Board of Trustees, a new expenditure line item was created under Non-Departmental for *Emergency Response* and funded with \$100,000. This new line item will be used to cover unforeseen expenses associated with local disease transmission prevention and response. All funds remaining in this line item at the end of the fiscal year will be added to the designated reserve fund, *Public Health Emergency*.

The District is committed to ongoing efforts to suppress West Nile virus, respond to the threat of invasive *Aedes* mosquitoes, reduce the risk of locally transmitted Dengue fever, deeply engage, and educate our constituency, and adequately prepare for future threats to public health in the San Gabriel Valley.

I respectfully submit the FY 2024/25 Annual Budget for your review and consideration.

Respectfully,



Jason Farned  
District Manager

# ASSESSMENT RATES

## San Gabriel Valley Mosquito and Vector Control District Preliminary Assessment FY 24-25

For Fiscal Year 2024-2025 the budget is \$ 7,686,280  
 To account for delinquent payments \$ 7,691,280 will be billed.

Parcels in the District are divided into three land use categories.

Indirect costs are distributed evenly among the parcels, and include all expenditures not related to actual inspection and control.

Direct costs are based on the size and land use category of each parcel, and include expenditures related to inspection and control.

The resources used to inspect and treat the parcels in each Group below are equivalent.

Land Use Category		Parcels	Acres	Units
<b>Group 1</b>				
Residential & No Use Code	< or = to 1 A	356,325	78,784	356,325
Agricultural	< or = to 5 Acres	383	317	383
Commercial	< or = 20 Acres	23,458	21,150	23,458
<b>Group 2</b>				
Residential & No Use Code	> 1 A but < 5 A	3,535	6,233	3,535
Agricultural	> 5 Acres but < 25 Acres	34	348	34
Commercial	> 20 Acres but < 100 Acres	120	4,059	120
<b>Group 3</b>				
Residential & No Use Code	> 5 A	443	8,066	443
Agricultural	> 25 Acres	8	657	8
Commercial	> 100 Acres	8	1,380	8
<b>Total</b>		<b>384,314</b>	<b>120,994</b>	<b>384,314</b>

For Direct Costs:

One Unit is the designation for the time and labor needed to inspect and treat a site in a given land use category.

	<b>Maximum</b>
Parcels in Group 1 are assessed at one unit.	1
Parcels in Group 2 are assessed up to a maximum of five units.	1
Parcels in Group 3 are assessed at the maximum of five units.	1

The indirect costs associated with operating the District comprise 32.82% of the total budget.  
 The indirect costs budgeted for FY 2024-2025 are \$ 2,522,453.00  
 The indirect cost to each parcel in the District is \$ 6.56

The direct costs associated with operating the District comprise 67.18% of the total budget.  
 The direct costs budgeted for FY 2024-2025 are \$ 5,163,827.00  
 The direct cost to each unit in the District is \$ 13.44

The benefit assessment for each parcel in the District for Fiscal Year 2024-2025 will range from:

\$ 20.00 to \$20.00

97% of the parcels in the District will be assessed at the minimum rate.

# REVENUE AND EXPENDITURES OVERVIEW

**Revenue** as compared to FY 2023/34 adopted budget:

- Revenue from *Assessments* increased \$1,247,462 (19.4%) over last fiscal year.
- *Interest Earnings* projections increased \$100,254 (337%) over last fiscal year.
- *Other Revenue* (\$7,500) consists of projected revenue from the auction sale of one vehicle scheduled for replacement. These funds, when/if received will be added to the Designated Reserve Fund – *Vehicle Replacement*.

**Expenditures** as compared to FY 2023/34 adopted budget:

- **Total Expenditures** increased \$686,797 (10.6%) over last fiscal year.
- **Salaries and Benefits** increased \$202,959 (4.1%) as compared to last fiscal year.
  - One full-time position (Accounting Specialist) will not be filled. The work will continue to be contracted out.
  - Two additional seasonal positions (Extra Help Vector Control Technician) were added to the Operations Department in response to an influx of travel related Dengue cases.
  - Includes a 4% COLA increase for all staff and potential merit increases.
- **Maintenance and Operations** increased \$158,837.80 (10.58%) over last fiscal year.
  - The Consumer Price Index (CPI) for the Los Angeles area reports a 4% increase in consumer goods year over year for March 2024.
    - Supplies and contract services adjusted accordingly.
  - At the direction of the Board of Trustees, a new expenditure line item was created under Non-Departmental for *Emergency Response* and funded with \$100,000. This new line item will be used to cover unforeseen expenses associated with local disease transmission prevention and response. All funds remaining in this line item at the end of the fiscal year will be added to the designated reserve fund, *Public Health Emergency*.
- **Capital Outlay** increased \$325,000 (1300%) over last fiscal year.
  - \$50,000 has been earmarked for the purchase and outfitting of one replacement vehicle.
  - \$300,000 has been earmarked for the solar installation project and roof repair.

**Net Revenue and Expenditures** shows a positive balance of \$655,000 (8.53% of total assessment revenue).

- The District will strategically collect revenue in excess of expenditures to build reserves as part of a four year savings plan to fund future initiatives. The savings plan is three-fold, to fund a 218-ballot initiative that will update the District's primary funding mechanism, to fund future sterile insect technique (SIT) research, development and implementation, and to increase the Public Health Emergency fund in response to the growing threat of Dengue fever.

# REVENUE AND EXPENDITURES SUMMARY

ACCOUNT CLASSIFICATION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>REVENUE</b>					
Assessments	5,484,875.55	5,663,395.22	6,438,818.00	6,438,818.00	7,686,280.00
Delinquent Assessments	18,900.63	18,675.44	8,000.00	212.77	5,000.00
Interest Earnings	15,226.00	44,008.40	29,746.00	129,575.41	130,000.00
Other Revenue	400,000.00	42,673.79	-	19,283.71	7,500.00
<b>Total Revenue</b>	<b>5,919,002.18</b>	<b>5,768,752.85</b>	<b>6,476,564.00</b>	<b>6,587,889.89</b>	<b>7,828,780.00</b>
<b>EXPENDITURES</b>					
Salaries and Benefits	5,308,219.00	3,694,959.83	4,960,868.00	4,732,363.00	5,163,827.20
Maintenance and Operations	1,334,337.00	1,344,823.80	1,501,115.00	1,358,171.00	1,659,952.80
Capital Outlay	203,583.00	40,836.00	25,000.00	25,000.00	350,000.00
<b>Total Expenditures</b>	<b>6,846,139.00</b>	<b>5,080,619.63</b>	<b>6,486,983.00</b>	<b>6,115,534.00</b>	<b>7,173,780.00</b>
<b>NET REVENUE AND EXPENDITURES</b>	<b>(927,136.82)</b>	<b>688,133.22</b>	<b>(10,419.00)</b>	<b>472,355.89</b>	<b>655,000.00</b>
<b>NET IMPACT TO RESERVES</b>	<b>(927,136.82)</b>	<b>688,133.22</b>		<b>472,355.89</b>	<b>655,000.00</b>

# EXECUTIVE DEPARTMENT OVERVIEW

The San Gabriel Valley Mosquito and Vector Control District was established in 1989 to protect residents from vector-borne diseases, more specifically at that time, to address a local outbreak of a mosquito-borne disease called St. Louis encephalitis.

The District provides mosquito and black fly control services to 26 cities in the San Gabriel Valley, and some unincorporated portions of Los Angeles County; a total area of 259 square miles. The District is governed by a 27-member Board of Trustees, consisting of an appointed representative from each city and unincorporated portions of the County of Los Angeles. The District's services are funded by a benefit assessment levied on each parcel in the District.

The Executive Department is comprised of the District Manager and the Clerk of the Board/Administrative Assistant. The District Manager is appointed by the Board of Trustees and serves at its pleasure. The District Manager is the Chief Officer of the District. The District Manager appoints all department heads and is responsible for overseeing the daily operations of the District. The District Manager is assisted by the Clerk of the Board/Administrative Assistant. The Clerk of the Board/Administrative Assistant is responsible for the preparation of the agenda for the Trustee Board meetings and the maintaining of all official District documents and records.

The District Counsel advises the Board of Trustees on all matters of law in the conduct of District affairs. District Counsel prepares resolutions and contracts for consideration by the Board of Trustees. In addition, the District Counsel reviews all legal documents and represents the District in matters involving litigation.

## Executive Department Budget Highlights:

- **Net Expenditures** increased \$12,909 (1.7%) over last fiscal year.
- **Salaries and Benefits** decreased \$12,009 (-3.43%) as compared to last fiscal year.
  - Includes a 4% COLA increase for all staff and potential merit increases.
  - The *Cafeteria Benefit* increased \$6,000 (21.7%) over last year due to a planned five-year incremental adjustment beginning in 2022 (year 4 of 5).
- **Organizational Expenditures** increased \$900 (1.98%) over last fiscal year.
  - *Travel, Meetings, and Conferences* increased \$3,000 (25%) due to rising costs of travel and conference fees.
  - The *Computer Hardware* line item was consolidated with all other departments and moved to *Non-departmental* for improved tracking and forecasting.
  - A *Professional Development* line item in the amount of \$500 was added.

# EXECUTIVE DEPARTMENT BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>SALARIES AND BENEFITS</b>						
6000-100	Salaries - Exempt	111,780.00	178,606.67	271,170.00	271,170.00	279,649.84
6001-100	Salaries - Non Exempt	43,656.00	22,223.22	-	-	-
6003-100	Salaries - Vacation	26,221.00	4,677.60	11,350.00	11,350.00	7,387.20
6004-100	Salaries - Holiday	4,023.00	1,204.65	-	-	-
6005-100	Salaries - Sick Pay	264.00	3,131.42	1,900.00	1,900.00	1,799.60
6007-100	Medicare	2,982.00	3,121.19	4,125.00	2,902.03	4,188.13
6008-100	Cafeteria Benefit	12,584.00	14,727.18	27,600.00	20,700.00	33,600.00
6009-100	CalPERS Classic Normal Cost	15,974.00	5,844.61	-	-	-
6010-100	CalPERS PEPRA Normal Cost	-	11,249.63	20,261.00	20,261.00	21,477.11
6011-100	DM 457 Contribution	836.00	3,625.57	7,862.00	7,862.00	8,175.08
6012-100	DM Car Allowance	6,000.00	5,500.00	6,000.00	6,000.00	6,000.00
	<b>Total Salaries and Benefits</b>	<b>224,320.00</b>	<b>253,911.74</b>	<b>350,268.00</b>	<b>342,145.03</b>	<b>362,276.96</b>
<b>ORGANIZATIONAL EXPENDITURES</b>						
6031-100	Board Expenses	28,494.00	29,713.65	41,000.00	21,000.00	38,400.00
6032-100	Branded Apparel	-	62.88	500.00	500.00	500.00
6047-100	Professional Development	-	-	-	-	500.00
6049-100	Travel, Meetings and Conferences	2,772.00	13,179.59	12,000.00	12,000.00	15,000.00
	<b>Total Organizational Expenditures</b>	<b>31,266.00</b>	<b>42,956.12</b>	<b>53,500.00</b>	<b>33,500.00</b>	<b>54,400.00</b>
	<b>Net Expenditures</b>	<b>255,586.00</b>	<b>296,867.86</b>	<b>403,768.00</b>	<b>375,645.03</b>	<b>416,676.96</b>

# ADMINISTRATIVE SERVICES DEPARTMENT OVERVIEW

The Administrative Services Department is responsible for a number of the District's administrative functions, including finance, human resources, payroll, and risk management. Financial activities consists of budget preparation, accounting, investments, audits, accounts payables and receivables: administering petty cash; deferred compensation programs; and ensuring government accounting requirements and standards.

Human Resources coordinates the recruitment and hiring of District staff; administers employee benefits, coordinates employee relations and unemployment issues; maintains employee files; processes District vehicle incident claims; and administers the District's Personnel Rules and Regulations.

Insurance activities involve processing, resolving and settling claims against the District, as well as claims the District has against others. The District is a member of a self-insurance pool (Vector Control Joint Powers Authority) made up of approximately 40 other California vector control districts. This organization helps administer and manage employment, workers compensation, liability, collision, property and other claims against the District.

The Administration Department is comprised of the Director of Administrative Services, Human Resources Analyst, and Accounting Specialist who support staff with the day-to-day administrative duties and processes for the District. The Accounting Specialist position is currently being contracted out and duties completed by a consultant. Two (2) Customer Service Representatives provide assistance and guidance to the residents of the San Gabriel Valley.

## Administrative Services Department Budget Highlights:

- **Net Expenditures** decreased \$136,136 (-22.1%) as compared to last fiscal year.
- **Salaries and Benefits** decreased \$130,636 (-22.3%) as compared to last fiscal year.
  - Includes a 4% COLA increase for all staff and potential merit increases.
  - One full-time position (Accounting Specialist) will not be filled. The work will continue to be contracted out.
  - Costs also decreased due to the retirement of a Director level employee.
- **Organizational Expenditures** increased \$900 (1.98%) over last fiscal year.
  - A *Professional Development* line item in the amount of \$500 was added.
  - The following line items were consolidated with all other departments and moved to *Non-departmental* for better tracking and forecasting:
    - *Computer Hardware*
    - *Memberships*
    - *Postage*
    - *Office Supplies*



# ADMINISTRATIVE SERVICES DEPARTMENT BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>SALARIES AND BENEFITS</b>						
6000-200	Salaries - Exempt	164,095.00	169,135.05	236,950.00	150,000.00	213,663.01
6001-200	Salaries - Non Exempt	137,308.00	90,250.89	187,573.00	100,000.00	116,782.78
6002-200	Salaries - Overtime	389.00	1,300.09	1,500.00	1,310.41	1,500.00
6003-200	Salaries - Vacation	19,425.00	17,408.06	12,235.00	23,068.06	6,090.40
6004-200	Salaries - Holiday	3,952.00	6,304.45	12,055.00	12,055.00	7,591.50
6005-200	Salaries - Sick Pay	5,028.00	8,635.45	9,575.00	10,692.26	4,820.00
6007-200	Medicare	4,928.00	4,637.99	6,621.00	6,621.00	5,033.64
6008-200	Cafeteria Benefit	36,840.00	30,247.37	69,000.00	43,000.00	67,200.00
6009-200	CalPERS Classic Normal Cost	26,136.00	20,299.92	40,360.00	18,000.00	15,071.13
6010-200	CalPERS PEPRA Normal Cost	4,562.00	5,314.76	9,801.00	9,000.00	17,281.40
	<b>Total Salaries and Benefits</b>	<b>402,663.00</b>	<b>353,534.03</b>	<b>585,670.00</b>	<b>373,746.73</b>	<b>455,033.86</b>
<b>ORGANIZATIONAL EXPENDITURES</b>						
6032-200	Branded Apparel	-	157.20	500.00	450.00	500.00
6034-200	Computer Software	18,353.00	11,964.14	22,500.00	16,000.00	16,500.00
6046-200	Printing and Reproduction	-	-	500.00	-	500.00
6047-200	Professional Development	-	-	-	-	500.00
6049-200	Travel, Meetings and Conferences	2,339.00	3,248.89	6,000.00	6,000.00	6,000.00
	<b>Total Organizational Expenditures</b>	<b>20,692.00</b>	<b>15,370.23</b>	<b>29,500.00</b>	<b>22,450.00</b>	<b>24,000.00</b>
	<b>Net Expenditures</b>	<b>423,355.00</b>	<b>368,904.26</b>	<b>615,170.00</b>	<b>396,196.73</b>	<b>479,033.86</b>

# OPERATIONS DEPARTMENT OVERVIEW

The Operations Department is responsible for implementing mosquito and vector control prevention strategies in the field. Long-term mosquito prevention is accomplished by incorporating Integrated Vector Management methodologies, which uses a combination of applied field techniques involving physical, chemical, and biological control methods. The Operations Department is also responsible for the management, repair, and maintenance of the District's facility and fleet.

Responsibilities of operational field staff include the inspection and treatment of neglected pools and ponds, channels, underground storm drains, spreading basins, rivers, flood channels, street gutters, and other urban mosquito breeding sources. They also work with city officials and other public agencies to improve infrastructure and communicate public health threats.

The Operations Department is comprised of the Director of Operations, fourteen (14) Vector Control Specialists and ten (10) seasonal employees who perform mosquito prevention and management. One (1) Data Analyst supports all aspects of the operation through the extraction and analysis of information. One (1) Maintenance Coordinator provides maintenance, fleet, and facility oversight.

## Operations Department Budget Highlights:

- **Net Expenditures** increased \$246,116 (9.6%) over last fiscal year.
- **Salaries and Benefits** increased \$230,113 (10.7%) over last fiscal year.
  - Includes a 4% COLA increase for all staff and potential merit increases.
  - *Salaries - Overtime* was increased \$15,000 (75%) in anticipation of increased travel related Dengue cases and potential local transmission.
  - *Cafeteria Benefit* increased \$49,200 (20.9%) over last year due to a planned five-year incremental adjustment beginning in 2022 (year 4 of 5).
  - Two additional seasonal positions (Extra Help Vector Control Technician) were added in anticipation of increased travel related Dengue cases and the potential of local transmission.
- **Organizational Expenditures** increased \$16,002 (3.78%) over last fiscal year.
  - *Professional Development* decreased \$1,000 (-50%) due to revised need and the addition of the line item in other departments.
  - *Computer Software* increased \$5,000 (20%) due to increased costs and the addition of Nearmap Aerial Imagery to improve the management of non-functional swimming pools.
  - *Aerial Operations* increased \$1,850 (6.8%) due to contractor rate increase.
  - *Pesticides* increased \$20,000 (20%) due to increased costs as well as increased inventory in preparation for enhanced *Aedes* control and potential Dengue transmission response.
  - *Safety Supplies* decreased \$3,000 (-37.5%) due to current stock and adjusted demand.
  - *Uniforms* decreased \$2,000 (-16.7%) due to contract negotiation with service provider.
  - The following line items were consolidated with all other departments and moved to *Non-departmental* for improved tracking and forecasting:
    - *Computer Hardware*
    - *Office Supplies*
  - The *Training and Certification* line item was renamed *State Certification* and moved to the *Surveillance Department*.

# OPERATIONS DEPARTMENT BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>SALARIES AND BENEFITS</b>						
6000-300	Salaries - Exempt	136,645.00	96,102.59	131,435.00	131,435.00	137,638.72
6001-300	Salaries - Non Exempt	1,192,779.00	1,000,506.51	1,181,165.00	1,181,165.00	1,256,440.65
6002-300	Salaries - Overtime	11,791.00	27,927.96	20,000.00	54,620.25	35,000.00
6003-300	Salaries - Vacation	84,175.00	82,448.39	59,195.00	69,919.33	61,716.00
6004-300	Salaries - Holiday	76,692.00	74,488.08	73,605.00	74,000.00	81,690.84
6005-300	Salaries - Sick Pay	84,431.00	74,251.22	58,643.00	58,643.00	61,872.15
6006-300	Salaries - Extra Help	188,377.00	142,897.28	209,183.00	209,183.00	280,056.95
6007-300	Medicare	27,405.00	23,191.69	26,290.00	26,000.00	26,944.86
6008-300	Cafeteria Benefit	195,132.00	165,823.66	234,600.00	200,000.00	283,800.00
6009-300	CalPERS Classic Normal Cost	44,930.00	47,288.66	56,690.00	56,960.00	60,304.46
6010-300	CalPERS PEPRA Normal Cost	86,790.00	76,462.27	91,715.00	91,715.00	85,769.39
6013-300	Social Security	7,885.00	5,723.38	8,175.00	8,175.00	9,575.16
	<b>Total Salaries and Benefits</b>	<b>2,137,032.00</b>	<b>1,817,111.69</b>	<b>2,150,696.00</b>	<b>2,161,815.58</b>	<b>2,380,809.18</b>
<b>ORGANIZATIONAL EXPENDITURES</b>						
6032-300	Branded Apparel	1,691.00	1,283.86	2,000.00	1,000.00	2,000.00
6034-300	Computer Software	26,463.00	24,865.99	25,000.00	28,621.00	30,000.00
6047-300	Professional Development	-	-	2,000.00	-	1,000.00
6049-300	Travel, Meetings and Conferences	7,656.00	4,187.22	10,000.00	6,670.42	10,000.00
6053-300	Aerial Operations	25,136.00	27,146.88	27,150.00	29,150.00	29,000.00
6054-300	Gasoline	56,986.00	60,411.45	70,000.00	64,000.00	68,000.00
6055-300	Operations Supplies	9,541.00	3,219.68	9,000.00	7,000.00	8,000.00
6056-300	Pesticides	101,322.00	93,705.99	100,000.00	126,186.16	120,000.00
6057-300	Pool Notifications	7,843.00	4,458.89	8,000.00	9,000.00	8,000.00
6058-300	Safety Supplies	4,360.00	3,734.88	8,000.00	4,000.00	5,000.00
6059-300	Equipment Maintenance	2,589.00	2,551.53	3,000.00	3,000.00	3,000.00
6060-300	Facility Maintenance	64,159.00	67,557.72	90,000.00	90,000.00	88,152.80
6061-300	Grounds Maintenance	525.00	1,581.16	2,000.00	2,000.00	2,000.00
6062-300	Vehicle Maintenance	27,083.00	55,626.84	50,000.00	50,000.00	50,000.00
6063-300	Work Boots	5,085.00	4,268.80	5,500.00	4,700.00	5,500.00
6064-300	Uniforms	12,422.00	12,993.59	12,000.00	10,000.00	10,000.00
	<b>Total Organizational Expenditures</b>	<b>352,861.00</b>	<b>367,594.48</b>	<b>423,650.00</b>	<b>435,327.58</b>	<b>439,652.80</b>
	<b>Net Expenditures</b>	<b>2,489,893.00</b>	<b>2,184,706.17</b>	<b>2,574,346.00</b>	<b>2,597,143.16</b>	<b>2,820,461.98</b>

# SURVEILLANCE DEPARTMENT OVERVIEW

The Surveillance Department is responsible for the surveillance of disease-carrying insects and occurrences of vector-borne diseases, data management and analysis, as well as technical and data advisory support to develop programs and direct District resources. The disease surveillance program serves as an early warning system in the detection of mosquito-borne viruses that can infect people and animals. Testing for the presence of viruses and pathogens in mosquitoes and wild birds helps identify disease transmission before human cases occur. Additionally this testing systems provides a proficiency check to our current control methodology and allows insight into necessary changes.

The Surveillance Department is comprised of the Director of Scientific Services, one (1) Vector Ecologist, one (1) Assistant Vector Ecologist, and two (2) Vector Control Specialist I's who monitor mosquito populations and environmental evidence of arbovirus transmission to aid in efficiently targeting operational and communications efforts. The Surveillance department has established a proactive surveillance system to serve the communities of the District.

The Vector Ecologist is involved in developing control and monitoring strategies for both native and invasive mosquito species. They are responsible for conducting studies to improve mosquito treatment efficacy and monitoring for pesticide resistance. The Assistant Vector Ecologist is charged with the day to day activities of the surveillance staff and ensuring goals set by the Director of Scientific Programs are met. The team set traps weekly for arbovirus surveillance and performs additional surveillance in areas of emerging disease transmission.

## Surveillance Department Budget Highlights:

- **Net Expenditures** increased \$32,838 (5.2%) over last year.
- **Salaries and Benefits** increased \$28,238 (4.8%) over the last fiscal year.
  - Includes a 4% COLA increase for all staff and potential merit increases.
  - *Salaries – Extra Help* increased \$11,973 (100%) over last fiscal year in anticipation of an Extra Help Vector Control Technician during the 2025 season.
  - *Cafeteria Benefit* increased \$15,000 (21.74%) over last year due to a planned five-year incremental adjustment beginning in 2022 (year 4 of 5).
- **Organizational Expenditures** increased \$16,002 (3.78%) over last year.
  - A *Professional Development* line item in the amount of \$500 was added.
  - *Travel, Meetings, and Conferences* increased \$1,000 (12.5%) due to rising costs of travel and conference fees.
  - A *Uniforms* line item was created in this department to address lab specific uniforms.
  - *Surveillance Supplies* decreased \$1,000 (-6.25%) due to current stock and adjusted demand.
  - The *State Certification* line item was moved from the *Operations Department* to the *Surveillance Department* and increased \$1,600 (36.4%) due to increased fees issued by the California Department of Public Health for certification as a public health vector technician.
  - The following line items were consolidated with all other departments and moved to *Non-departmental* for improved tracking and forecasting:
    - *Computer Hardware*
    - *Postage*
    - *Office Supplies*

# SURVEILLANCE DEPARTMENT BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>SALARIES AND BENEFITS</b>						
6000-400	Salaries - Exempt	58,407.00	78,984.40	117,600.00	117,600.00	129,490.23
6001-400	Salaries - Non Exempt	309,321.00	205,151.43	300,773.00	300,773.00	294,461.92
6002-400	Salaries - Overtime	1,524.00	139.31	1,500.00	1,000.00	1,500.00
6003-400	Salaries - Vacation	34,765.00	10,577.10	15,566.00	15,566.00	11,792.80
6004-400	Salaries - Holiday	20,708.00	13,325.30	19,440.00	19,440.00	18,573.66
6005-400	Salaries - Sick Pay	19,896.00	3,979.85	13,300.00	13,300.00	12,712.60
6006-400	Salaries - Extra Help	-	-	-	-	11,973.75
6007-400	Medicare	6,489.00	4,383.09	6,750.00	6,750.00	6,892.80
6008-400	Cafeteria Benefit	52,124.00	39,036.13	69,000.00	60,000.00	84,000.00
6009-400	CalPERS Classic Normal Cost	-	-	-	-	-
6010-400	CalPERS PEPRA Normal Cost	31,967.00	21,866.97	35,575.00	35,575.00	35,659.12
6013-400	Social Security	-	-	-	-	685.35
	<b>Total Salaries and Benefits</b>	<b>535,201.00</b>	<b>377,443.58</b>	<b>579,504.00</b>	<b>570,004.00</b>	<b>607,742.22</b>
<b>ORGANIZATIONAL EXPENDITURES</b>						
6032-400	Branded Apparel	2,237.00	3,973.70	500.00	1,794.98	500.00
6034-400	Computer Software	160.00	-	500.00	500.00	500.00
6047-400	Professional Development	-	-	-	-	500.00
6049-400	Travel, Meetings and Conferences	5,015.00	3,018.15	8,000.00	8,677.79	9,000.00
6064-400	Uniforms	-	-	-	-	2,500.00
6065-400	Arbovirus Testing Supplies	15,931.00	11,207.84	20,000.00	20,000.00	20,000.00
6066-400	Mosquito Fish Supplies	1,376.00	716.72	2,500.00	500.00	2,500.00
6067-400	State Certification	-	1,190.00	4,400.00	8,251.00	6,000.00
6068-400	Surveillance Supplies	16,644.00	11,324.92	16,000.00	15,000.00	15,000.00
	<b>Total Organizational Expenditures</b>	<b>41,363.00</b>	<b>31,431.33</b>	<b>51,900.00</b>	<b>54,723.77</b>	<b>56,500.00</b>
	<b>Net Expenditures</b>	<b>576,564.00</b>	<b>408,874.91</b>	<b>631,404.00</b>	<b>624,727.77</b>	<b>664,242.22</b>

# COMMUNICATIONS DEPARTMENT OVERVIEW

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

Education activities and campaigns conducted by the Communications Department range from hyper-local targeting to the regional level. Department staff will regularly collaborate with other public health partners and organizations to increase reach and awareness.

The Communications Department is comprised of the Director of Communications, two (2) Education Specialists, one (1) Communications Specialist, and one (1) Outreach Assistant who provide outreach to nearly 2 million residents within the District. Our outreach services include community presentations, school presentations, coordinating and staffing event booths, delivering brochures, meeting community and elected officials, and maintaining communications with community partners. The demand for our services continues to grow as more stakeholders request in-person participation, virtual presentations, and online content that staff produces in-house.

## Communications Department Budget Highlights:

- **Net Expenditures** increased \$51,416 (7.8%) over last year.
- **Salaries and Benefits** increased \$50,416 (8.71%) over last fiscal year.
  - Includes a 4% COLA increase for all staff and potential merit increases.
  - *Salaries – Extra Help* increased \$11,973 (100%) over last fiscal year in anticipation of an Extra Help Outreach Assistant during the 2025 season.
  - *Cafeteria Benefit* increased \$15,000 (21.74%) over last year due to a planned five-year incremental adjustment beginning in 2022 (year 4 of 5).
  -
- **Organizational Expenditures** increased \$1,000 (1.3%) over last year.
  - The following line items were consolidated with all other departments and moved to *Non-departmental* for better tracking and forecasting:
    - *Computer Hardware*
    - *Postage*
    - *Office Supplies*
  - *Printing and Reproduction* increased \$500 (5%) due to increased costs.
  - A *Professional Development* line item in the amount of \$500 was added.
  - *Travel, Meetings, and Conferences* increased \$1,000 (10%) due to rising costs of travel and conference fees.
  - *Education Program Supplies* decreased \$2,000 (-16.67%) due to current stock and adjusted demand.
  - *Event Participation Fees* decreased \$1,000 (-50%) due to reassessed need.
  - *Media Production* increased \$1,000 (125%) due to a shift in priority toward that outreach medium.
  - *Website and Email Services* increased \$1,000 (13.3%) due to rising cost of service.

# COMMUNICATIONS DEPARTMENT BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>SALARIES AND BENEFITS</b>						
6000-500	Salaries - Exempt	130,165.00	80,435.09	124,516.00	124,516.00	130,090.23
6001-500	Salaries - Non Exempt	266,826.00	299,074.00	290,195.00	290,195.00	302,227.09
6002-500	Salaries - Overtime	1,628.00	1,127.79	1,500.00	2,559.21	1,500.00
6003-500	Salaries - Vacation	21,383.00	30,976.22	15,593.00	15,593.00	15,599.20
6004-500	Salaries - Holiday	16,025.00	18,097.94	18,715.00	18,715.00	20,165.04
6005-500	Salaries - Sick Pay	16,776.00	16,441.92	12,797.00	12,797.00	14,450.00
6006-500	Salaries - Extra Help	7,323.00	11,512.62	-	-	11,973.75
6007-500	Medicare	6,473.00	6,237.85	6,671.00	6,671.00	7,108.85
6008-500	Cafeteria Benefit	50,526.00	51,584.30	69,000.00	60,000.00	84,000.00
6009-500	CalPERS Classic Normal Cost	10,030.00	10,130.62	12,087.00	12,087.00	12,570.40
6010-500	CalPERS PEPRA Normal Cost	25,409.00	24,822.59	27,671.00	27,671.00	28,791.06
6013-500	Social Security	488.00	927.73	-	-	685.35
	<b>Total Salaries and Benefits</b>	<b>553,052.00</b>	<b>551,368.67</b>	<b>578,745.00</b>	<b>570,804.21</b>	<b>629,160.97</b>
<b>ORGANIZATIONAL EXPENDITURES</b>						
6032-500	Branded Apparel	604.00	806.65	500.00	500.00	500.00
6034-500	Computer Software	6,382.00	3,289.13	6,000.00	6,000.00	6,000.00
6046-500	Printing and Reproduction	14,800.00	10,214.17	10,000.00	10,000.00	10,500.00
6047-500	Professional Development	-	-	-	-	500.00
6049-500	Travel, Meetings and Conferences	7,887.00	8,091.06	10,000.00	10,000.00	11,000.00
6069-500	Advertising	25,726.00	21,591.40	20,000.00	20,000.00	20,000.00
6070-500	Communication Supplies	12,993.00	5,458.16	8,000.00	8,000.00	8,000.00
6071-500	Education Program Supplies	20,190.00	5,078.84	12,000.00	12,000.00	10,000.00
6072-500	Event Participation Fees	131.00	-	2,000.00	2,000.00	1,000.00
6073-500	Media Production	6,535.00	759.26	800.00	800.00	1,800.00
6074-500	Website and Email Services	4,215.00	7,216.85	7,500.00	7,500.00	8,500.00
	<b>Total Organizational Expenditures</b>	<b>99,463.00</b>	<b>62,505.52</b>	<b>76,800.00</b>	<b>76,800.00</b>	<b>77,800.00</b>
	<b>Net Expenditures</b>	<b>652,515.00</b>	<b>613,874.19</b>	<b>655,545.00</b>	<b>647,604.21</b>	<b>706,960.97</b>

# NON-DEPARTMENTAL OVERVIEW

## Non-Departmental Budget Highlights:

- **Net Expenditures** increased \$479,639 (29.85%) over last fiscal year.
- **Salaries and Benefits** increased \$9,504 (1.32%) over last fiscal year.
  - *Tuition Reimbursement* increased \$4,000 (100%) due to the increased utilization of the benefit.
  - *Retiree Health Insurance* increased \$ 9,000 (19.5%) due to increased premium costs.
  - *CalPERS Classic Unfunded Liability* increased \$16,859 (14.1%) to meet the current minimum annual payment.
  - *CalPERS Post Retirement - OPEB* increased \$100,000 (200%) to meet the current Actuarially Determined Contribution amount.
  - An additional \$353,360 is earmarked for Additional Discretionary Payments (ADP) to CalPERS unfunded accrued liability.
- **Organizational Expenditures** increased \$145,135 (16.8%) over last year.
  - The following line items were consolidated from other departments and moved to *Non-departmental* for improved tracking and forecasting:
    - *Computer Hardware*
    - *Memberships*
    - *Postage*
    - *Office Supplies*
  - At the direction of the Board of Trustees, a new expenditure line item was created under Non-Departmental for *Emergency Response* and funded with \$100,000. This new line item will be used to cover unforeseen expenses associated with local disease transmission prevention and response. All funds remaining in this line item at the end of the fiscal year will be added to the designated reserve fund, *Public Health Emergency*.
  - *Computer Hardware* increased \$2,000 (7.69%) to fund scheduled replacements for existing computers.
  - *Computer Software* increased \$8,000 (26.7%) due to rising costs and an upgrade to ArcGIS Pro mapping software.
  - *Employee Recognition and Engagement* increased \$1,800 (42.9%) due to the standardization of the recognition and engagement program and associated costs.
  - *Office Supplies* decreased \$1,500 (-14.7%) due to current stock and adjusted demand.
  - *Recruitments* decreased \$6,500 (50%) because most full-time positions are now filled.
  - A new line item has been created for *Contract Services – Bookkeeping* and funded with \$16,000 for accounting services. This expense is in lieu of one full-time position, *Accounting Specialist*.
  - A new line item has been created for *Contract Services – Investment Advisory* and funded with \$10,000 for consultation fees associated with investment advisory services.
  - *Legal Services* decreased \$8,000 (20%) because the policy and personnel rules have been updated and those contract services are no longer needed.
  - VCIPA Insurance line items combined increased \$18,275 (7.1%) due to increased premiums.
- **Capital Outlay** increased \$325,000 (1300%) over last fiscal year.
  - \$50,000 has been earmarked for the purchase and outfitting of one replacement vehicle.
  - \$300,000 has been earmarked for the solar installation project and roof repair.



# NON-DEPARTMENTAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>SALARIES AND BENEFITS</b>						
6014-600	Unemployment Insurance	19,796.00	17,112.53	24,000.00	20,000.00	20,000.00
6015-600	Group Term Life Insurance	4,489.00	4,286.14	5,500.00	5,500.00	6,000.00
6016-600	Tuition Reimbursement	1,649.00	6,046.17	4,000.00	6,000.00	8,000.00
6017-600	Retiree Health Insurance	39,803.00	39,047.28	46,000.00	45,000.00	55,000.00
6018-600	CalPERS Classic Unfunded Liability	172,234.00	161,193.00	119,585.00	115,719.00	136,444.00
6019-600	CalPERS PEPRA Unfunded Liability	8,714.00	101,286.00	-	-	-
6020-600	CalPERS Classic - ADP	578,469.00	-	-	293,509.00	323,360.00
6021-600	CalPERS PEPRA - ADP	109,555.00	-	470,215.00	176,706.00	30,000.00
6022-600	CalPERS Post Retirement - OPEB	-	42,901.00	50,000.00	50,000.00	150,000.00
	<b>Total Salaries and Benefits</b>	<b>934,709.00</b>	<b>371,872.12</b>	<b>719,300.00</b>	<b>712,434.00</b>	<b>728,804.00</b>
<b>ORGANIZATIONAL EXPENDITURES</b>						
6030-600	Bank Charges	17,026.00	16,446.16	21,000.00	18,000.00	22,000.00
6033-600	Computer Hardware	3,029.00	14,686.66	26,000.00	26,000.00	28,000.00
6034-600	Computer Software	23,743.00	63,652.52	30,000.00	32,385.39	38,000.00
6035-600	Emergency Response	-	-	-	-	100,000.00
6036-600	Employee Recognition and Engagement	3,097.00	1,825.29	4,200.00	4,000.00	6,000.00
6037-600	Equipment Leases	18,142.00	18,695.47	22,000.00	22,000.00	23,000.00
6038-600	Fees and Assessments	119,986.00	99,481.95	104,500.00	105,000.00	105,000.00
6039-600	Field Communications	54,108.00	34,916.19	50,000.00	27,000.00	50,000.00
6040-600	Internet Services	12,916.00	12,993.53	20,000.00	9,000.00	20,000.00
6041-600	Membership Dues	22,165.00	32,140.03	39,000.00	31,547.58	40,000.00
6042-600	Misceellaneous Expenses	3,303.00	1,873.71	3,000.00	25.00	3,000.00
6043-600	Office Supplies	10,914.00	18,325.88	10,200.00	6,163.99	8,700.00
6044-600	Phone Services	10,555.00	22,645.14	25,000.00	17,500.00	25,000.00
6045-600	Postage	882.00	6,312.87	2,400.00	1,250.00	1,500.00
6048-600	Recruitments	18,475.00	13,160.65	13,000.00	6,000.00	6,500.00
6050-600	Electric Utility Services	32,566.00	36,677.15	35,500.00	34,000.00	36,500.00
6051-600	Gas Utility Services	2,965.00	3,829.03	4,200.00	3,000.00	4,300.00
6052-600	Water Utility Services	1,983.00	1,858.34	2,500.00	2,500.00	2,600.00
6080-600	Contract Services: Assessment Administration	-	78,339.18	19,000.00	20,000.00	20,000.00
6081-600	Contract Services: Auditor	21,458.00	13,000.00	20,000.00	16,230.00	19,000.00
6082-600	Contract Services: Bookkeeping	-	-	-	17,000.00	16,000.00
6083-600	Contract Services: Information Technology	42,869.00	50,334.00	60,000.00	34,000.00	60,000.00
6084-600	Contract Services: Investment Advisory	-	-	-	-	10,000.00
6085-600	Contract Services: Legal	45,282.00	45,818.97	40,000.00	45,000.00	32,000.00
6086-600	Other Contract Services	1,650.00	-	5,000.00	2,500.00	5,000.00
6090-600	VCJPA Automobile (Insurance)	2,607.00	2,607.00	2,834.00	2,832.00	4,000.00
6091-600	VCJPA General Fund (Insurance)	5,391.00	4,230.00	2,095.00	3,726.00	5,000.00
6092-600	VCJPA Liability (Insurance)	104,453.00	126,981.00	131,279.00	118,087.00	145,000.00
6093-600	VCJPA Property (Insurance)	7,795.00	8,694.00	19,593.00	20,008.00	21,000.00
6094-600	VCJPA Workers' Comp (Insurance)	87,957.00	179,876.00	144,664.00	112,417.00	145,000.00
6095-600	Other Insurance	4,212.00	3,109.82	5,500.00	888.83	5,500.00
	<b>Total Organizational Expenditures</b>	<b>679,529.00</b>	<b>912,510.54</b>	<b>862,465.00</b>	<b>738,060.79</b>	<b>1,007,600.00</b>
<b>CAPITAL OUTLAY</b>						
8000-600	Capital Outlay - General	111,781.00	40,836.00	25,000.00	13,869.27	350,000.00
	<b>Net Expenditures</b>	<b>1,726,019.00</b>	<b>1,325,218.66</b>	<b>1,606,765.00</b>	<b>1,464,364.06</b>	<b>2,086,404.00</b>

# CAPITAL OUTLAY SUMMARY

ACCOUNT CLASSIFICATION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>OPERATING FUND</b>					
Capital Outlay	203,583.00	40,836.00	25,000.00	25,000.00	350,000.00
<b>Total Operating Fund</b>	<u>203,583.00</u>	<u>40,836.00</u>	<u>25,000.00</u>	<u>25,000.00</u>	<u>350,000.00</u>

**FY 2024/25:**

\$50,000 has been earmarked for the purchase and outfitting of one replacement vehicle.

\$300,000 has been earmarked for the solar installation project and roof repair.

# RESERVES SUMMARY

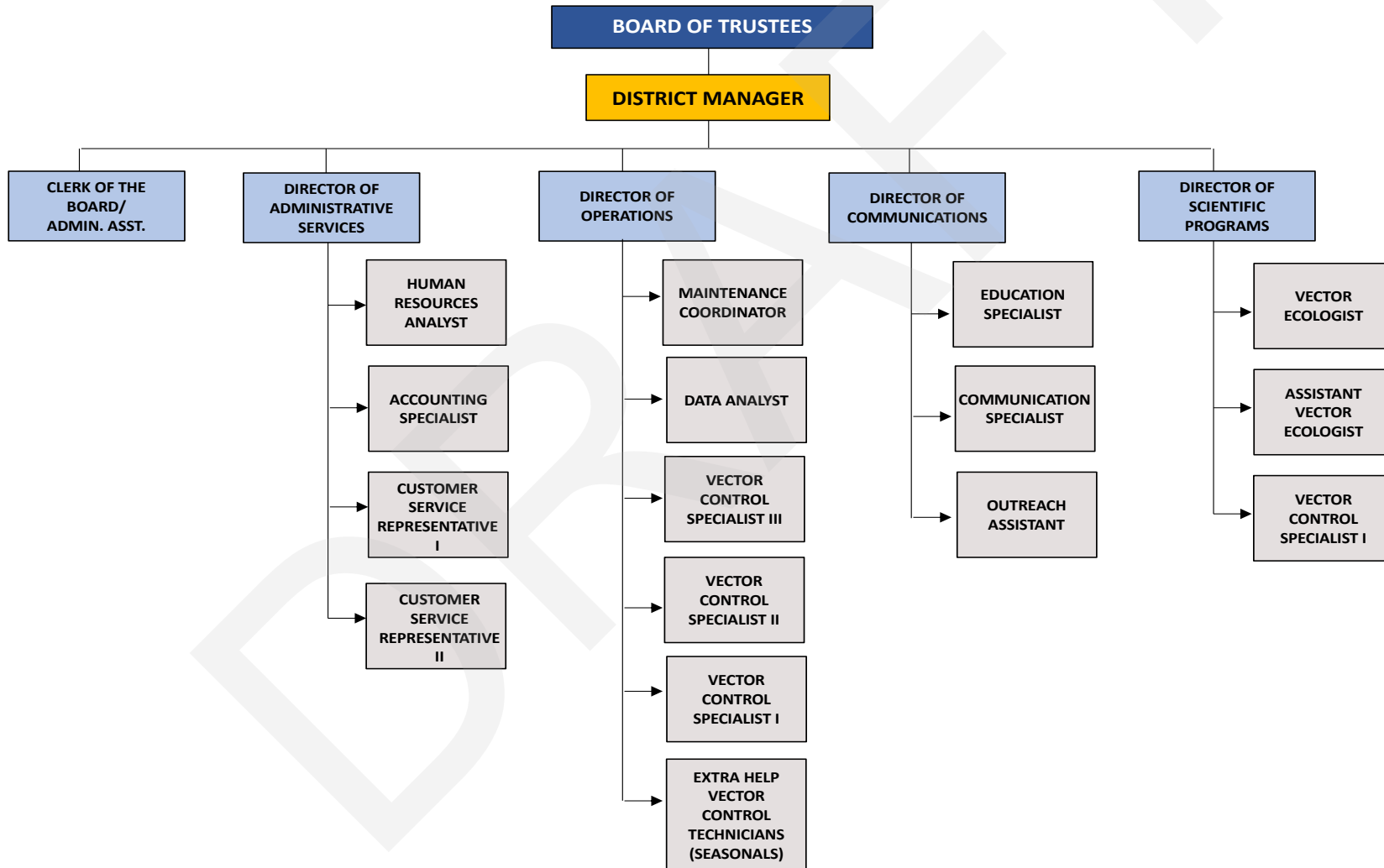
ACCOUNT NUMBER & DESCRIPTION	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2023-2024 Estimated Actual	FY 2024-2025 Proposed
<b>DESIGNATED RESERVES</b>					
<b>3100 - PUBLIC HEALTH EMERGENCY</b>					
Balance	1,326,200.00	500,000.00	500,000.00	-	500,000.00
Transfers In	-	-	-	-	-
Transfers Out	(826,000.00)	-	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>500,200.00</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>-</b>	<b>500,000.00</b>
<b>3101 - CAPITAL PROJECTS</b>					
Balance	650,000.00	300,000.00	300,000.00	-	325,000.00
Transfers In	266,427.00	-	25,000.00	-	-
Transfers Out	(616,427.00)	-	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>300,000.00</b>	<b>300,000.00</b>	<b>325,000.00</b>	<b>-</b>	<b>325,000.00</b>
<b>3102 - PENSION LIABILITY</b>					
Balance	200,258.00	400,000.00	313,000.00	-	313,000.00
Transfers In	400,000.00	-	-	-	-
Transfers Out	(200,258.00)	(87,000.00)	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>400,000.00</b>	<b>313,000.00</b>	<b>313,000.00</b>	<b>-</b>	<b>313,000.00</b>
<b>3103 - BUILDING/FACILITIES</b>					
Balance	224,761.00	100,000.00	85,000.00	-	110,000.00
Transfers In	-	-	25,000.00	-	-
Transfers Out	(124,761.00)	(15,000.00)	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>100,000.00</b>	<b>85,000.00</b>	<b>110,000.00</b>	<b>-</b>	<b>110,000.00</b>
<b>3104 - VEHICLE REPLACEMENT</b>					
Balance	105,761.00	100,000.00	57,500.00	-	57,500.00
Transfers In	100,000.00	-	-	-	7,500.00
Transfers Out	(105,761.00)	(42,500.00)	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>100,000.00</b>	<b>57,500.00</b>	<b>57,500.00</b>	<b>-</b>	<b>65,000.00</b>
<b>3105 - PROP 218 BALLOT INITIATIVE</b>					
Balance	-	-	-	-	-
Transfers In	-	-	-	-	525,000.00
Transfers Out	-	-	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>525,000.00</b>
<b>3106 - STERILE INSECT TECHNIQUE</b>					
Balance	-	-	-	-	-
Transfers In	-	-	-	-	122,500.00
Transfers Out	-	-	-	-	-
<b>Net (Use of) Addition to Reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>122,500.00</b>
<b>Total Designated Reserves</b>	<b>1,400,200.00</b>	<b>1,255,500.00</b>	<b>1,305,500.00</b>	<b>-</b>	<b>1,960,500.00</b>
<b>RESTRICTED RESERVES</b>					
<b>VCIPA PROPERTY CONTINGENCY FUND</b>	<b>132,472.00</b>	<b>134,000.00</b>	<b>137,000.00</b>	<b>154,466.00</b>	<b>155,000.00</b>
<b>Total Restricted Reserves</b>	<b>132,472.00</b>	<b>134,000.00</b>	<b>137,000.00</b>	<b>154,466.00</b>	<b>155,000.00</b>
<b>GRAND TOTAL RESERVES</b>	<b>1,532,672.00</b>	<b>1,389,500.00</b>	<b>1,442,500.00</b>	<b>154,466.00</b>	<b>2,115,500.00</b>

# PERSONNEL SUMMARY

TITLES	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Adopted	FY 2024-2025 Proposed
<b>EXECUTIVE (100)</b>				
District Manager	1	1	1	1
Clerk of the Board/Administrative Assistant	1	1	1	1
<b>Department Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>ADMINISTRATION (200)</b>				
Director of Administrative Services	1	1	1	1
Human Resources Analyst	1	1	1	1
Accounting Specialist	0	1	1	0
Customer Service Representative II	1	1	2	2
Customer Service Representative I	1	0	0	0
<b>Department Total</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>4</b>
<b>OPERATIONS (300)</b>				
Director of Operations	1	1	1	1
Maintenance Coordinator	0	0	1	1
Data Analyst	1	1	1	1
Vector Control Specialist III	2	2	2	2
Vector Control Specialist II	8	8	8	8
Vector Control Specialist I	4	4	4	4
Limited Term Vector Control Technician	2	1	0	0
Customer Service Representative I	1	1	0	0
<b>Department Total</b>	<b>19</b>	<b>18</b>	<b>17</b>	<b>17</b>
<b>SURVEILLANCE (400)</b>				
Director of Scientific Programs	1	1	1	1
Vector Ecologist	2	1	1	1
Assistant Vector Ecologist	2	1	1	1
Vector Control Specialist I	1	2	2	2
Limited Term Vector Control Technician	1	1	0	0
<b>Department Total</b>	<b>7</b>	<b>6</b>	<b>5</b>	<b>5</b>
<b>COMMUNICATIONS (500)</b>				
Director of Communications	0	1	1	1
Public Information Officer	1	0	0	0
Education Specialist	2	2	2	2
Communications Specialist	1	1	1	1
Outreach Assistant	1	1	1	1
<b>Department Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>TOTAL FULL TIME EMPLOYEES</b>	<b>37</b>	<b>35</b>	<b>34</b>	<b>33</b>
<b>SEASONALS</b>				
Extra Help Vector Control Technician (Operations)	9	10	8	10
Extra Help Vector Control Technician (Surveillance)	0	0	0	0
Extra Help Outreach Assistance	1	0	0	0
<b>TOTAL SEASONAL EMPLOYEES</b>	<b>10</b>	<b>10</b>	<b>8</b>	<b>10</b>
<b>TOTAL DISTRICT EMPLOYEES</b>	<b>47</b>	<b>45</b>	<b>42</b>	<b>43</b>

# ORGANIZATIONAL CHART

## San Gabriel Valley Mosquito & Vector Control District



THIS PAGE INTENTIONALLY LEFT BLANK



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

Date: May 10, 2024

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

Subject: **Legislative Update**

Exhibit(s): Exhibit 7A, 7B, 7C

### Background

The Legislative Committee met on April 12<sup>th</sup> and discussed current legislation that may have significant impact on the District. There are two state bills and one federal bill that the committee recognized as having significant importance. The committee recommends that the Board of Trustees discuss these bills to decide if and how they want to formally support or oppose the legislation.

#### **SB 1251: Mosquito Abatement Inspections (Exhibit 7A)**

SB 1251 proposes that electrical corporations, as defined, must enter into a vector management agreement with a mosquito vector control district within 180 days of a request from the district. Notably, it requires the identification of electrical vault locations within the jurisdiction of the respective district, along with a reasonable timeframe for access provision. The bill would mandate electrical corporations to collaborate with districts to mitigate mosquito breeding in utility vaults. As of now, SB 1251 awaits consideration by the Senate Appropriations Committee.

#### **Ballot Initiative #1935 (Exhibit 7B)**

The Ballot Initiative #1935 also known as the "Taxpayer Protection and Government Accountability Act" and "Taxpayer Deception Act" proposes significant changes to how taxes, fees, and other charges are imposed by state and local governments. If enacted, it would necessitate voter approval for future taxes and fees and would cancel any new taxes and fees imposed since 2022, unless ratified by voters within a year of the Act's implementation. This measure is currently under review by the California Supreme Court, with a decision expected before the end of June. If deemed constitutional, the measure is slated to be on the ballot in November.

#### **HR 7525: Special District Grant Accessibility Act (Exhibit 7C)**

HR 7525 aims to designate special districts as local governments to ensure their eligibility for federal assistance, including funding and resources through critical grant programs. This recognition could substantially enhance our District's ability to access vital resources for our constituents. HR 7525 is currently slated for review by the Oversight and Accountability Committee.

The deadline to submit an initial letter of support or opposition for **SB 1251** and **HR 7525** has passed. However, there may be future opportunity to weigh in with a formal stance.



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

### Committee Recommendation

The Legislative Committee recommends that the Board of Trustees discuss the legislations to determine if they would like to take a formal position on each bill. If consensus of a formal stance is decided, provide staff with direction so that if the opportunity arises to support or oppose the legislation, they may do so in a timely manner.

### District Manager's Recommendation

The District Manager recommends that the Board of Trustees discuss the legislations to determine if they would like to take a formal position on each bill. If consensus of a formal stance is decided, provide staff with direction so that if the opportunity arises to support or oppose the legislation, they may do so in a timely manner.

The District Manager recommends support for SB 1251 and HR 7525; and opposition to Ballot Initiative #1935.

### Board Of Trustees Action Option

- Action: If the Board concurs on a formal stance following the public discussion of this item, the appropriate action is to approve support or opposition to each of the three pieces of legislation outlined above.
- Alternative Action: If the Board concurs on not taking a formal stance following the public discussion of this item, no action is necessary.

Submitted by:

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

Jason Farned  
District Manager



## Mosquito and Vector Control Association of California Bill Status Report as of 4/26/2024

**SB 1251 (Stern D) Mosquito abatement inspections.**

**Current Text:** Amended: 4/1/2024 [html](#) [pdf](#)

**Introduced:** 2/15/2024

**Last Amend:** 4/1/2024

**Status:** 4/22/2024-VOTE: Do pass as amended, but first amend, and re-refer to the Committee on [Appropriations] (PASS)

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

**Summary:** Existing law, the Mosquito Abatement and Vector Control District Law, provides for the formation of mosquito abatement and vector control districts and specifies the powers and duties of the district boards, including the authority to request an inspection and abatement warrant to determine the presence of vectors or public nuisances, abate the nuisances, determine if a notice to abate a public nuisance has been complied with, and control vectors and treat property with control measures, as specified. Existing law authorizes a county board of supervisors to provide the same services and exercise the same powers as a mosquito abatement and vector control district. This bill would require an electrical corporation, as defined, to enter into a vector management agreement with a mosquito abatement or vector control district or city or county health department within 180 days of a request to do so. The bill would specifically authorize a mosquito abatement district or vector control district or a city or county health department to seek that agreement. The bill would require the agreement to contain specified provisions, including the location of its electrical vaults, as defined, within the jurisdiction of the district or health department and a reasonable time for the electrical corporation to provide access to its electrical vaults.

<b>Position</b>	<b>Rank</b>	<b>K/P Point</b>	<b>Group</b>
		BW, EPM, VC	

**SB 1252 (Stern D) California Mosquito Surveillance and Research Program.**

**Current Text:** Introduced: 2/15/2024 [html](#) [pdf](#)

**Introduced:** 2/15/2024

**Status:** 4/24/2024-From committee: Do pass and re-refer to Com. on APPR with recommendation: To consent calendar. (Ayes 7. Noes 0.) (April 24). Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

**Calendar:** 5/6/2024 10 a.m. - 1021 O Street, Room 2200 SENATE APPROPRIATIONS, CABALLERO, ANNA, Chair

**Summary:** Current law establishes the California Mosquito Surveillance and Research Program, which is administered by the University of California, Davis, and requires the university to maintain an interactive internet website for management and dissemination of data on mosquito-borne virus and surveillance control and coordinate with the State Department of Public Health, among other functions, to the extent the program receives federal, state, or private funding for those purposes, as specified. This bill would require the program to consult with partners at the University of California and the California State University about the most up-to-date research pertaining to mosquito abatement.

<b>Position</b>	<b>Rank</b>	<b>K/P Point</b>	<b>Group</b>
		BW, EPM, VC	

THIS PAGE INTENTIONALLY LEFT BLANK



**California Special  
Districts Association**  
*Districts Stronger Together*

**BALLOT INITIATIVE #1935 (FILED AS #21-0042A1)  
LIMITS ABILITY OF VOTERS AND STATE AND LOCAL GOVERNMENTS TO RAISE  
REVENUES FOR GOVERNMENT SERVICES.**

Eligible for November 5, 2024 California General Election Ballot

---

**BACKGROUND**

The purported “Taxpayer Protection and Government Accountability Act,” a statewide initiative measure sponsored by the [California Business Roundtable](#) (“CBRT”), would revise the state Constitution in a manner that could significantly undermine local control and disrupt the ability of state and local governments to provide essential services and infrastructure. If enacted, public agencies would face a drastic rise in litigation that could severely restrict their ability to meet essential services and infrastructure needs.

Initiative 1935, previously labeled 21-0042A1, is often called the “CBRT Initiative”, a reference to its proponents, an entity representing California’s wealthiest corporations. A growing opposition coalition has dubbed the initiative the “[Taxpayer Deception Act](#).”

On February 1, 2023, California Secretary of State Shirley Weber issued a [memo to all county clerks/registrars of voters](#) announcing that proponents had filed the necessary number of valid signatures to make Initiative 1935 eligible for the November 5, 2024 General Election ballot. Proponents now have until June 27, 2024 to consider withdrawing the initiative before the Secretary of State officially certifies it for the ballot.

In Fall of 2023, Governor Gavin Newsom, joined by the California State Legislature and former State Senate President pro Tem John Burton, filed an emergency petition to the California Supreme Court for a pre-election challenge to Initiative 1935. On November 29, 2023, the Court issued an order to show cause why the measure should not be removed from the ballot and established a schedule for briefing the court, which is expected to rule on the matter before the end of June.

An amicus brief filed by CSDA and 10 other local government partners argues the measure is an unlawful revision of the state Constitution because of the ways the measure would redistribute authority between state and local governments and undermine essential functions of local governments.

Moreover, Initiative 1935 is so poorly drafted that it raises many interpretive issues that will not be simply resolved without requiring extensive litigation after passage. What follows is a summary of provisions that could significantly impact local governments pending future legal rulings.



**California Special  
Districts Association**  
*Districts Stronger Together*

## SUMMARY

According to the Legislative Analyst’s Office (“LAO”) Ballot Initiative [21-0042A1](#) would result in “potentially substantially lower” state and local revenues, restricting the ability of local agencies and the State of California to fund services and infrastructure by:

- Adopting new and stricter rules for raising taxes, fees, assessments, and property-related fees.
- Revising the state Constitution, including portions of Propositions 13, 218, and 26 among other provisions, to the advantage of the initiative’s proponents and plaintiffs; creating new grounds to challenge these funding sources and disrupting fiscal certainty.
- Restricting the ability of local governments to issue fines and penalties to corporations and property owners that violate local environmental, water quality, public health, public safety, fair housing, nuisance and other laws and ordinances.

The initiative includes provisions that would retroactively void *all* state and local taxes or fees adopted after January 1, 2022 that do not adhere to the provisions of this initiative, unless the tax or fee is reenacted in compliance with the initiative within 12 months. Compliance with the initiative could require placement of the invalidated revenue on a ballot for two-thirds voter approval. This may also affect indexed fees that adjust over time for inflation or other factors. Effectively, it would allow voters throughout California to invalidate the prior actions of local voters, undermining local control and voter-approved decisions about investments needed in their communities.

Specifically, including other provisions affecting the state government, the initiative would impact local agencies through revisions to the California Constitution as follows:

### Local Tax and Fee Authority to Provide Local Services

#### *Fees:*

- One potentially adverse interpretation of the measure may require that, with few exceptions, fees and charges shall not exceed the “actual cost” of providing the product or service for which the fee is charged.
  - “Actual cost” is defined as the “...*minimum amount necessary...less other sources of revenue including, but not limited to taxes, other exempt charges, grants, and state or federal funds...*”
- The burden on the local government to prove the fee or charge does not exceed “actual cost” is heightened from a “*preponderance of the evidence*” to “*clear and convincing evidence*”.



**California Special  
Districts Association**

*Districts Stronger Together*

- In addition to limiting fees and charges to the so-called “actual cost” to the local government for providing the service, fees and charges must also be “reasonable” to the payor; no definition is provided for this possible new subjective reasonableness test.
- Defines *all* sources of revenue as either taxes or “exempt charges.”
- Lists Article XIID charges in Proposition 218 under the definition of “exempt” charges subjecting them to potential litigation.
- Exposes previously established fees indexed to inflation or other metrics to new standards and legal challenges.
- Adds to the Constitution a requirement for a board action to adopt, enact, create, establish, collect, increase, or extend any and all fees.

*Taxes:*

- Increases the threshold for voters to pass a local special tax initiative placed on the ballot by voters from a simple majority to a two-thirds majority, likely to address concerns over the 2017 California Supreme Court decision in *California Cannabis Coalition v. City of Upland*.
- Requires voter approval when an expansion of boundaries extends existing taxes or fees to new territory.
- New taxes can be imposed only for a specific duration.

*Fines and Levees:*

- Interferes with local enforcement efforts, by making it more difficult to impose fines and penalties for state and local law violations related to activities such as water discharge, waste recycling, weed abatement, fireworks, and housing code violations and unlawful commercial marijuana sales, just to name a few. The measure converts administratively imposed fines and penalties into taxes unless a new, undefined, and ambiguous “adjudicatory due process” is followed.

**Litigation Exposure**

- Significantly increases a public agency’s burden of proof from “preponderance of evidence” to “clear and convincing evidence” to prove compliance with the new fee requirements. By changing evidence standards to favor corporations suing public agencies, the initiative will promote costly litigation.
  - The local government would bear the burden of proving by clear and convincing evidence that a levy, charge or exaction is an “exempt charge” and not a tax.
- By enacting a new requirement that all fees must be “reasonable” to the payor but offering no definition as to what “reasonable” means, the initiative may provide a new avenue to challenge fees by enabling a plaintiff to claim a fee is not “reasonable” even if the fee meets the “actual cost” of service.



**California Special  
Districts Association**

*Districts Stronger Together*

- Prop. 218 currently requires fees cover the *reasonable* cost of service. This initiative, however, may be viewed by some proponents as a revision to the Constitution that would require the near-impossible standard of predicting *actual* costs years into the future. To compound this challenge, the new standard also factors in the receipt of external revenues that are constantly shifting and typically outside the control of the local agency. It defines “actual costs” as:
  - “(i) the minimum amount necessary to reimburse the government for the cost of providing the service or product to the payor, and (ii) where the amount charged is not used by the government for any purpose other than reimbursing that cost. In computing “actual cost” the maximum amount that may be imposed is the actual cost less all other sources of revenue including, but not limited to taxes, other exempt charges, grants, and state or federal funds received to provide such service or product.”
- The initiative will foster endless litigation challenging local fees claiming they are not the “minimum amount necessary”. For instance:
  - Do roads need to be paved every 10 years or 50 years?
  - Does infrastructure need to be upgraded or replaced or not improved at all?
  - What is the minimum emergency response time necessary?

## IMPACTS

- Could prevent new fees or assessments to fund water, sewer, trash, fire protection, parks and recreation, and other essential services and infrastructure.
  - Places billions of dollars in local government fee and charge revenues at heightened legal peril.
- Jeopardizes the public health and safety of communities by cutting off new revenue intended to pay for essential local services and infrastructure.
  - Substantially increases the legal and administrative cost of public infrastructure financing.
- With billions of dollars in deferred maintenance and unmet needs for California’s infrastructure, exacerbates the neglect and deterioration of our roads, dams, waterways, and other facilities.
- By limiting revenues to the “minimum amount necessary”, imposes a “race-to-the-bottom” in California that will halt investment in technological advancements that future generations will depend upon.
- Prevents critical investments in climate adaptation and community resilience to address drought, flooding, and wildfire as well as reduce emissions and harmful pollutants.
- Exposes taxpayers to a new wave of costly litigation, limits the discretion and flexibility of locally elected boards to respond to the needs of their communities, and injects uncertainty into the financing and sustainability of critical infrastructure.
- Restricting local services and infrastructure to the lowest and minimum amount possible will disproportionately impact the most underserved communities the hardest.



**California Special  
Districts Association**

*Districts Stronger Together*

## SUPPORT

- California Business Roundtable (CBRT) – Sponsor
  - Direct contributors to Initiative 1935 include, but are not limited to:
    - AMR Holdco, Inc., private ambulance company based in Colorado
    - Michael K. Hayde, Including Western National Group and Affiliated Entities
    - Kilroy Realty
    - Hudson Pacific Properties and Affiliated Entities
    - Douglas Emmett Properties, LP and Affiliated Entities
    - Shorenstein Realty Services and Affiliated Entities
  - Financial contributors to the CBRT Issues PAC include, but are not limited to:
    - Aera Energy
    - Albertsons Safeway
    - Blackstone Real Estate Partners
    - California Business PAC, Sponsored by CalChamber
    - Dart Container
    - Howard Jarvis Taxpayers Association
    - Majestic Realty
    - Pacific Ethanol
    - PEPSICO
    - Pharmaceutical Research and Manufacturers of America
    - Sempra Energy
    - State Farm Insurance
    - Sutter Health
    - 7-Eleven

## OPPOSITION

- Alliance for a Better California
- AFSCME California
- CalCities (League of California Cities)
- California Alliance for Jobs
- California Contract Cities Association
- California Professional Firefighters
- California Special Districts Association
- California State Association of Counties
- California State Council of Laborers
- Rebuild SoCal Partnership
- SEIU California
- Nearly 200 local agencies, including over 100 special districts

THIS PAGE INTENTIONALLY LEFT BLANK



Approximately 35,000 special districts are local governments providing critical infrastructure and essential services in thousands of communities across the country. They exist when a community demands a service that another unit of government is not otherwise providing. These agencies are established and locally governed under an enabling act or special act of a state to provide a limited and specific set of public services.

**The Problem** **The Solution: H.R. 7525**

Despite the significant presence of special districts in the U.S., **Federal law lacks a consistent definition and reference to special purpose units of local government.**

*As a result, special districts:*

- May have difficulties directly accessing funding opportunities.
- Are commonly omitted as eligible in the definitions of “local government” for proposed legislation and laws intended to assist all local governments.
- Are mistaken for small businesses or nonprofit corporations.
- Lack official population figures, as they are not federally recognized as “geographic units of government.”

**The Special District Grant Accessibility Act**

- Requires Federal agencies to recognize special districts as local government for the purpose of Federal financial assistance determinations.
- Codifies in Federal law a first-ever, formal definition of "special district."

**“Special District” Defined**

*H.R. 7525 - The Special District Grant Accessibility Act, defines "special district" as follows:*

“ The term “special district” means a **political subdivision of a State**, with specified boundaries and significant budgetary autonomy or control, created by or pursuant to the laws of the State, for the **purpose of performing limited and specific governmental or proprietary functions** that distinguish it as a significantly separate entity from the administrative governance structure of any other form of local government unit within a State. ”

**Common Services Provided** **Quick Facts**

- |                    |                        |                       |
|--------------------|------------------------|-----------------------|
| Water & Wastewater | Healthcare & Hospital  | Road & Highway        |
| Irrigation         | Park & Recreation      | Airport               |
| Fire Protection    | Port/Harbor/Navigation | Electricity           |
| Ambulance          | Library                | Mosquito Control      |
| Transit            | Cemetery               | Resource Conservation |

 <b>35,000</b> Special District Governments	 <b>17%</b> All local government revenue
<b>50 states</b>	

*Connect & Engage on Solutions*

*NSDC is the only national organization representing and advocating for all types of special districts at the federal level.*

[jk@paragonlobbying.com](mailto:jk@paragonlobbying.com)  
 (877) 924-2732