

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

Board of Trustees Meeting

Friday, July 11, 2008

7:00 AM

Agenda

1. Call to Order

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

2. Pledge of Allegiance and Silent Roll Call

3. Opportunity for Public Comment on Non-Agenda Items

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

4. Consent Calendar *

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

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

5. Monthly Treasurer Report / District Working Balance *

(Action Required – Approve / Disapprove)

6. District Administration

(District Manager) (No Action Required)

A. Responses to Various Trustee Budget Questions

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

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

8. Trustee Reports

(Verbal Report) (No Action Required)

9. New Business

Opportunity for Trustees to request future agenda items
(Verbal)

10. Adjournment

Public Information Committee Beginning immediately after the Board adjourns	
Robert Neher, Chairperson	Dan Holloway
David Barron	Jeff Parriott
Ernie Gutierrez	Joe Rocha

Policy Committee Beginning immediately after the Board adjourns	
Roger Chandler, Chairperson	Elliott Rothman
Richard Barakat	Chuck Myers
Linda Elderkin	Tom Sykes

CERTIFICATE OF POSTING

I, Esther Elliott, Administrative Secretary of San Gabriel Valley MVCD, certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted not less than 72 hours prior to said meeting. Dated this 3rd day of July, 2008.

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

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

Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD

List of Claims for June 2008

San Gabriel Valley Mosquito & Vector Control District List of Claims for June 2008 will be available at the Board Meeting on July 11, 2008.

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed)
June 30, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
PERSONNEL EXPENSES						
Salaries, Exempt	38,718.46	484,367.04	489,000.00	4,632.96	99.05	
Salaries - Non Exempt	50,484.08	705,447.04	725,000.00	19,552.96	97.30	
Salaries - Overtime	21.62	177.22	5,000.00	4,822.78	3.54	
Salaries - Vacation	4,096.38	62,032.38	52,000.00	(10,032.38)	119.29	Vac paid out to laid off employees
Salaries-Holiday	2,999.04	37,911.83	45,000.00	7,088.17	84.25	
Salaries, Sick Pay	12,157.74	35,288.49	43,000.00	7,711.51	82.07	
Salaries, Part-time - XH	17,032.16	101,806.71	112,000.00	10,193.29	90.90	
Retirement, Employee	6,528.88	84,275.25	80,000.00	(4,275.25)	105.34	
Management Car Allowance	500.00	6,000.00	6,000.00	0.00	100.00	
Cafeteria Benefit	16,311.38	191,959.69	195,000.00	3,040.31	98.44	
Medicare	1,905.04	22,129.69	20,000.00	(2,129.69)	110.65	Trustees/Seasonals
Retirement - Employer	9,485.35	128,159.67	132,000.00	3,840.33	97.09	
Social Security	1,157.38	8,100.00	7,500.00	(600.00)	108.00	Trustees/Seasonals
TOTAL PERSONNEL EXPENSES	161,397.51	1,867,655.01	1,911,500.00	43,844.99	97.71	
OPERATING EXPENSES						
Awards	0.00	653.12	1,500.00	846.88	43.54	
Bank Charges	2,491.41	4,838.72	5,500.00	661.28	87.98	
Board expenses	1,949.50	24,437.19	29,200.00	4,762.81	83.69	
Computer Hardware	1,435.84-	4,910.34	4,000.00	(910.34)	122.76	Extra hardware needed/credits recv'd
Computer Software	0.00	1,916.11	2,750.00	833.89	69.68	
Building maintenance	1,527.89	22,746.79	39,490.00	16,743.21	57.60	
Maintenance, equipment	0.00	9,457.18	6,000.00	(3,457.18)	157.62	Copier repairs
Maintenance, grounds	974.40	10,505.47	6,900.00	(3,605.47)	152.25	Pond repairs
Computers ,Maintenance	4,400.00	21,349.00	20,000.00	(1,349.00)	106.75	Server/computer issues
Fees & Assessments	0.00	1,304.73	2,500.00	1,195.27	52.19	
Hiring expenses	135.00	2,229.51	3,000.00	770.49	74.32	
VCJPA General Fund	0.00	8,458.00	8,400.00	(58.00)	100.69	One time fee
Insurance, liability	1,212.00-	32,805.00	40,000.00	7,195.00	82.01	Reimbursement of premiums
Workers Comp Insurance	1,091.00-	38,584.00	55,000.00	16,416.00	70.15	Reimbursement of premiums

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed)
June 30, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized	
Other Insurance	248.52	1,630.65	2,300.00	669.35	70.90	
Insurance, unemployment	0.00	7,710.00	4,000.00	(3,710.00)	192.75	Laid off employees
Legal	489.04	4,618.80	10,000.00	5,381.20	46.19	
Memberships	0.00	12,650.00	14,300.00	1,650.00	88.46	
Miscellaneous expenses	343.57	2,133.90	2,500.00	366.10	85.36	
Postage	1,563.23	2,675.46	3,500.00	824.54	76.44	
Prof. Services, Auditor	0.00	10,500.00	10,500.00	0.00	100.00	One time fee
Professional Services	0.00	0.00	5,000.00	5,000.00	0.00	
Research	0.00	0.00	8,000.00	8,000.00	0.00	
Seminars and meetings	137.00	28,397.49	38,650.00	10,252.51	73.47	
Tuition Reimbursement	0.00	220.00	2,500.00	2,280.00	8.80	
Supplies, laboratory	1,306.82	14,815.70	18,000.00	3,184.30	82.31	
Supplies, mechanical	10,540.82	32,518.19	33,000.00	481.81	98.54	
Supplies, gasoline	0.00	35,984.23	42,900.00	6,915.77	83.88	
Supplies, office	4,060.22	15,984.07	17,000.00	1,015.93	94.02	
Supplies, operations	6,360.15	12,206.65	18,000.00	5,793.35	67.81	
Supplies, public informat	7,020.10	17,991.54	30,135.00	12,143.46	59.70	
Supplies, reference	0.00	1,049.63	2,400.00	1,350.37	43.73	
Supplies, safety	177.67	7,445.48	9,700.00	2,254.52	76.76	
Tax Collection	0.00	80,884.15	82,000.00	1,115.85	98.64	One time fee
Communications, field	1,520.54	21,390.66	26,500.00	5,109.34	80.72	
Telephone, Internet	440.04	5,334.23	6,500.00	1,165.77	82.07	
Telephone , Office	399.97	5,505.88	7,200.00	1,694.12	76.47	
Training , CEU's	407.00	2,014.52	2,000.00	(14.52)	100.73	
Uniforms and clothing	535.12	6,353.02	13,000.00	6,646.98	48.87	
Utilities, Electric	1,762.20	21,742.45	28,800.00	7,057.55	75.49	
Utilities, Natural Gas	267.53	3,853.12	4,000.00	146.88	96.33	
Utilities, Water	542.34	1,896.87	3,000.00	1,103.13	63.23	
TOTAL OPERATING EXPENSES	45,861.24	541,701.85	669,625.00	127,923.15	80.90	
TOTAL EXPENSES	207,258.75	2,409,356.86	2,581,125.00	171,768.14	93.35	

SGVMVCD
Comparative YTD Actual to Full Year Budget
Current Period 100% of Year Completed)
June 30, 2008

	Current Period Actual	Year-To-Date Actual	Budget Full Year	Remaining Budget	% Of Budget Utilized
RESERVES					
Reserve, Unallocated Gene	0.00	0.00	814,706.95	814,706.95	0.00
Reserve, Public Health Em	0.00	0.00	379,425.97	379,425.97	0.00
Reserve, Capital & Asset	0.00	89,048.87	471,320.00	382,271.13	18.89
State Grant	0.00	152,435.00	152,435.00	0.00	100.00
TOTAL RESERVES	0.00	241,483.87	1,817,887.92	1,576,404.05	13.28

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

Board of Trustees Meeting

June 13, 2008

Minutes

Trustees Attending

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

Trustees Absent

- 1 Robert Neher (La Verne)
- 2 Dan Kirby (Monrovia)
- 3 Frank Hall (County of Los Angeles)
- 4 Albert Huang (San Gabriel)
- 5 Roger Hernandez (West Covina)

Staff Attending

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

1. Call to Order

The meeting was called to order at 7:02 am by President Chandler.

2. Pledge of Allegiance and Silent Roll Call

The Pledge of Allegiance was led by Trustee Sham

3. Opportunity for Public Comment on Non-Agenda Items

None

4. Consent Calendar

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

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

5. Monthly Treasurer Report / District Working Balance

A motion by Trustee Gutierrez to approve the Monthly Treasurer Report / District Working Balance was seconded and unanimously approved.

6. Consider Approval of Resolution 2008-05 Inclusive of FY 2008-2009 Budget and Assessment Report

President Chandler opened the public hearing regarding the District's Budget and Assessment Rates for FY 2008-2009 at 7:09 a.m.

District Manager Steve West reported the Finance and Personnel Committees met on May 9, 2008 to review the budget summary and the employees' benefit requests. The Committee's approved the 3.7% Cost of Living (COLA) increase for District employees and forwarded that recommendation to the Board. The District Manager stated his recommendation to the Board to approve the COLA increase requested by the employees was based solely on their request and not the personal benefit his agreement confers as a recipient of the same benefits the Board may approve for the employee work force.

The District Manager noted that if the Board decides not to adopt the Budget, Item 7. on the Agenda allows the Board to continue the item to the July Board Meeting and authorizes expenditures to that date.

The District Manager continued with his explanation of the proposed budget at \$2.7 million, an increase of \$135,000, a +5.2% change. Personnel Expense increases of \$34,000 inclusive of the \$43,000 cost of the COLA adjustment and Non-Personnel of \$99,000 are the major issues in the Proposed Budget. Mr. West explained a significant operational change is the Budget's proposed reduction of two full-time positions at a savings of approximately \$96,000. However, it is counter balanced by a net increase in temporary employee funding at \$68,000.

Non-Personnel Expense increases were higher this year with reduced personnel costs but higher immitigable operations' costs. They include an increased County assessment collection fee from \$80,000 to \$115,000, two helicopter flights at \$10,000, worker's compensation costs + \$7,000, and gasoline is +\$13,000.

The District Manager noted an editorial correction to the Manager's Report on Page 2, second paragraph under Background; the amount of the current assessment rate should be \$7.98 to \$17.17.

Another additional cost in this Budget is a \$7,000 expense to fund a LAFCO application changing our Sphere of Influence. At the present time neither South Pasadena nor Baldwin Park are included in LAFCO's Spheres of Influence. When the District was formed, City Councils were mailed invitations to join the District, and these two cities declined to do so.

The District Manager stated he would like to explore with Greater Los Angeles VCD (GLAVCD) the annexation of San Marino, Diamond Bar, and South El Monte as cities in their area. That would likely involve a negotiated property tax exchange which could ultimately provide property tax revenue to this District. In prior

discussion, the Board has raised the issue of annexing Diamond Bar and South El Monte into the District.

Trustee Gutierrez mentioned in conjunction with the increased gas price that some companies have locked in gas prices for 2 or more years and asked if that is something of which we can take advantage. The District Manager said he would investigate the possibility and report his results to the Board. Comments from other Trustees indicated that locked gas prices were for large consumers of gasoline.

The District Manager noted the significant issue related to this Budget is the \$144,000 difference between this Budget and the current assessment. He explained that District Counsel has discussed this issue with the Board, and they may change our rates without a vote of the District's property owners.

The District Manager continued his explanation that when the assessment was first advertised prior to Prop 218, all parcels were identified as assessable at the same rate of \$20.00. Presently residential parcels pay a lesser amount than industrial and commercial parcels, however, our actual labor for such property is about 80-85% of our involvement. One solution for this situation is to change the assessment based on these statistics. A second alternative is to charge parcels \$20.00 with the fact that all property benefits equally regardless of its size or use.

Trustee Barron requested that in August staff return with the amount that would be added to the budget with the cities of South Pasadena and Baldwin Park paying their assessment. Steve informed them that the Los Angeles County Public Health Officer sent a letter to the respective cities encouraging them to join the District and to date only Baldwin Park has expressed an interest in re-joining. Total revenue from Baldwin Park and South Pasadena would be about \$155,000. These numbers are based on the amount assessed residents would provide.

Trustee Bruesch voiced his concern about public reaction if the District increased people's "taxes", however relative insignificant. This could be particularly true when other agencies are tightening their budgets. He queried if this is the right time to undertake this process. President Chandler suggested Trustee Bruesch wait for the August Board meeting to further discuss his question.

The District Manager pointed out that there are three items specifically addressed in the Manager's Report as questions previously posed by Trustees. First, Trustee Kirby asked for the costs of the salary survey over the history of the District. The Chart on Page 2 of the Manager's Report reflects those figures. Second, staff was questioned on the COLA increase. The Manager's Report shows that data over the last 10 years. Staff has included in the Budget the District's Personnel policy describing the discretion the Board has to adopt a COLA and/or the salary survey. Lastly, Trustee Templeman has raised the question of a 457 plan retirement system where employees could personally contribute and become participants in their retirement planning. That issue is to be considered in the FY 2010 Budget. The District Manager concluded recommending the Board approve the Budget and the recommendation of the Committees.

As questioned by Trustee Barron, the District Manager responded that the Board's Personnel and the Finance Committees may now meet in closed session to discuss

employee benefit requests since the joint membership does not constitute a majority of the Board.

Hearing no comments or questions from the public, President Chandler requested a motion to close the Public Hearing.

A motion by Trustee Morgan to close the public hearing regarding the Budget and assessment rates for FY 2008-2009 was seconded and unanimously approved. The public hearing was closed at 7:25 a.m.

Trustee Finlay asked if we plan to use the same Auditor and will he be charging 50% more this year? Steve replied that he is anticipating an increase in fees as he plans to insist that a representative from the company attend Board meetings to explain their audit.

Trustee Bruesch asked about the item in the Budget for \$10,000 and the lack of any information sheet. District Manager responded that it is for ergonomic furniture in the Front Office.

A motion by Trustee Gutierrez to approve the FY 2008-2009 Budget was seconded and unanimously approved.

President Chandler complimented District Manager Steve West on his in-depth preparation of the Budget and with his thorough explanation to questions regarding budget items.

7 Consider Resolution 2008-06 Granting Temporary Authority to the District Manager, or Designee, to Spend District Monies Pending Adoption of the District's Annual Operating Budget

No action necessary with approval of the budget.

8. Consider Nomination of a Board Member for the Office of Seat C, Region 5, on the California Special District Association Board of Directors

A motion by Trustee Bruesch to nominate Henry Morgan as a candidate for Seat C, Region on the California Special District Association Board of Directors was seconded and unanimously approved.

9. District Administration

A. VCJPA Business Travel Accident Program

District Manager Steve West had placed this on the agenda under the impression that all Trustees as District employees would be covered by the VCJPA insurance program when traveling from home to Board meetings. He has been subsequently informed that there is only coverage when traveling to Authority events and functions. Based on this fact, we will add any Trustee who wishes to do so and asked Board members when traveling on behalf of the District to so indicate. Trustee Finlay expressed an interest, and staff will submit her name to the program.

B. Contractual Cities

The District Manager reported a fax was received from the City of Baldwin

Park stating that staff would present to the City Council at its first meeting in July possible alternatives for joining the District. The District Manager recommended the Board consider a requirement in the contract to conduct a Prop 218 election to join the District. In the past, the contract contained a discretionary clause.

Trustee Barron questioned whether the District can assist a city with the cost of an election. District Manager answered the Board has the discretion to dispense its funds as it determines.

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

Assistant Manager Kenn Fujioka reported West Nile virus positive birds from the cities of Covina, Alhambra, San Gabriel, Arcadia, Monterey Park, Rosemead, Temple City, and San Dimas.

Trustee Nelson reported WNV positive blood donors have also been detected. She further noted the low level of symptomatic illness relative to actual infection.

Kenn emphasized that the virus is widespread and technicians are looking for sources. He stated that backyard water sources may be overlooked and cause problems.

Water districts are running water to recharge the aquifers with a resulting spike in the black fly population. He advised the Trustees that if they receive complaints about insects that are biting during the day it is probably not mosquitoes but black flies.

District Manager West added that black flies have not been a problem over the last several years because we were able to work with the water districts to turn the water off over the weekend allowing the black fly larvae to dry out. However, due to the shortage of water they are moving more water.

In response to Trustee Nelson's question, Kenn explained that black flies can breed year round but they are mostly driven by temperature. Springtime is when black flies usually flourish.

Trustee Elderkin asked if we are concerned about bubonic plague. Kenn and Trustee Nelson informed her that in the urban portion of our district rats are important but for most of our District we're more concerned with ground squirrels.

11. Trustee Reports

Trustee Rothman reported that District representation at Pomona's Information Fair and the City's 150th Anniversary was informative and well received.

12. New Business

None

13. Adjournment

A motion by Trustee Bruesch to adjourn the meeting was seconded and unanimously approved. The meeting was adjourned at 7:45 a.m.

Surveillance Activities

The Surveillance Report will be available at the Board Meeting.

**Abatement Activities for
June 2008**

District Cities	Total Service Requests	TYPES OF SERVICE REQUESTS							
		Fish	Pools and Spas	Misc. Sources	Adult Mosquitoes	Black Flies	Midges	Bees	Other Insects
Alhambra	1	1							
Altadena	3	1	1		1				
Arcadia	15	4	3		7			1	
Azusa	4		3					1	
Baldwin Park	0								
Bradbury	0								
Claremont	6	1	3		2				
Covina	6		3		3				
Duarte	5	2	1		1			1	
El Monte	2				1				1
Glendora	7	3	2		1			1	
Industry	0								
Irwindale	0								
L. A. County	10	2	7		1				
La Puente	5	2	3						
La Verne	2		1		1				
Monrovia	4	1	2		1				
Monterey Park	2	1	1						
Pomona	7			4		2		1	
Rosemead	1	1							
S. Pasadena	0								
San Dimas	5	2	2					1	
San Gabriel	1				1				
Sierra Madre	1					1			
Temple City	2		1		1				
Walnut	5	1	1		1			2	
West Covina	12	2	7		1			2	
TOTAL	106	24	41	4	23	3	0	10	1

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

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

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

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

Black Flies- Resident is annoyed by black flies.

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

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

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

MOSQUITO CONTROL ACTIVITIES

District Cities	Total Sources Inspected	Total Sources Breeding	Total Sources Treated	Total Area Treated (Acres)	JUVENILE CONTROL						
					Duplex* (Gallons)	Golden Bear (Gallons)	<i>Bti</i> Gran. (Pounds)	<i>B. sphaer.</i> (Pounds)	XR Briquets (Each)	Fish (Acres) (Planted)	Methoprene Pellets (Pounds)
Alhambra	237	59	61	0.040	0.028	0.025		0.726		0.006	
Altadena	69	24	25	0.041	0.025	0.079		0.198		0.009	
Arcadia	411	165	178	0.933	0.819	0.357		1.188	5	0.014	
Azusa	49	17	18	3.125	3.833	0.603		33.588		0.047	
Baldwin Park	0	0	0								
Bradbury	14	5	6	0.022	0.053	0.005				0.003	
Claremont	127	19	20	0.051	0.036	0.073		0.264		0.003	
Covina	220	63	63	1.997	5.771	0.135		0.638		0.001	
Duarte	62	22	28	0.051	0.063	0.084		0.110		0.007	
El Monte	114	28	28	1.378	2.563	1.550		0.242			
Glendora	140	24	27	0.197	0.241	0.509		0.154		0.003	
Industry	28	12	12	0.040	0.041	0.066		0.176			
Irwindale	25	14	14	3.928	2.327	0.449		24.632			
L. A. County	480	115	117	0.466	0.868	0.462		1.166		0.008	
La Puente	93	23	23	0.027	0.052	0.070		0.176			
La Verne	120	20	20	0.093	0.119	0.129		0.220			
Monrovia	72	29	29	0.244	0.187	0.535		0.132		0.002	
MontereyPark	161	34	34	0.011		0.016		0.550			
Pomona	210	49	49	0.191	0.223	0.286		0.484		0.002	
Rosemead	138	32	31	0.009	0.002	0.013		0.308			
S. Pasadena	24	11	0								
San Dimas	158	21	21	0.258	0.670	0.036		0.506			
San Gabriel	151	28	28	0.029	0.005	0.052		0.396		0.001	
Sierra Madre	101	15	20	0.022	0.031			0.022		0.010	
Temple City	218	77	78	0.260	0.355	0.399		0.528		0.001	
Walnut	48	16	16	0.111	0.297			0.352			
West Covina	230	50	50	0.371	0.520	0.751		0.550		0.001	
TOTAL	3700	972	996	13.895	19.128	6.683	0.000	67.306	5	0.115	0.000

*2.11 oz of Scourge used in city of Arcadia

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

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

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

Total Area Treated- Total acres treated for mosquitoes only.

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

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

OTHER CONTROL

District Cities	BLACK FLIES				MIDGES		BEES			
	Larval Control		Adult Control		Larval Control		Sites Treated	Cynoff (Gallons)	Drione (Ounces)	M-Pede (Gallons)
	Teknar HP-D (Gallons)	Vectobac 12AS (Gallons)	Suspend SC (Gallons)	Area Treated (Acres)	Altosid Pellets (Pounds)	Area Treated (Acres)				
Alhambra										
Altadena							1		1.500	
Arcadia							2	0.500	1.000	
Azusa		6.828					1			0.500
Baldwin Park										
Bradbury										
Claremont										
Covina										
Duarte							1			
El Monte										
Glendora										
Industry										
Irwindale										
L. A. County										
La Puente										
La Verne										
Monrovia		0.414					1			
Monterey Park										
Pomona										
Rosemead										
S. Pasadena										
San Dimas										
San Gabriel										
Sierra Madre										
Temple City										
Walnut							2		1.500	0.500
West Covina							1			0.250
TOTAL	0	7.242	0.000	0.000	0	0	9	0.500	4.000	1.250

*Source reduction for bees in Duarte and Monrovia

RODENT CONTROL ACTIVITIES

District Cities	TYPES OF SERVICE REQUESTS				CONTROL		
	Total Service Requests	Rats	Mice	Other	Corrective Notices	Number of Bait Stations	Bait Used (lbs)
Alhambra	0						
Altadena	0						
Arcadia	0						
Azusa	0						
Baldwin Park	0						
Bradbury	0						
Claremont	0						
Covina	0						
Duarte	0						
El Monte	0						
Glendora	1	1			1	0	0.000
Industry	0						
Irwindale	0						
L. A. County	0						
La Puente	0						
La Verne	1	1			1	2	1.000
Monrovia	0						
Monterey Park	0				1	0	0.000
Pomona	0						
Rosemead	0						
S. Pasadena	0						
San Dimas	0						
San Gabriel	0						
Sierra Madre	0						
Temple City	0						
Walnut	1	1			1	0	0.000
West Covina	2	2			1	0	0.000
TOTAL	5	5	0	0	5	2	1.000

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

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

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

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

Status of Education Program

June 2008

Public Relations

With the summer clearly upon us, people will be spending more time outdoors enjoying the refreshing evening air. This is also the time of year when we hear stories of residents sleeping outside to escape the sweltering heat that has built up inside their homes during these hot days. We continue to remind our residents that West Nile virus is widely circulating, and precautions must be taken. Several cities have been very helpful by including WNV information in their summer newsletters and requesting informational videos for inclusion on their local stations. This later request was held up by a problematic Vista computer but will be addressed now that my machine is back and (mostly) happy. We would also appreciate any assistance our Trustees could give to encouraging your city to make WNV information widely available. Each city's website should have WNV information (and a link to our District's website) prominently displayed to help residents searching for help. We will be sending information and restocking city literature racks over the next few weeks again as well.

Presentations & Events

In keeping with our recent procedural change, the past month's activities are again summarized in a table below. If you have any questions or would like details on any one of these outreach events, please do not hesitate to ask either Kelly or Carol Anne.

Outreach Activities in June 2008		
EVENT	# REACHED	CITY
Classroom Presentations:		
Don Julian Elementary	100	La Puente
La Primaria Elementary	19	El Monte
Cherrylee Elementary	62	El Monte
Grace Miller Elementary	100	La Verne
Azusa Pacific University (Nursing Students)	10	Azusa/West Covina
Community Fairs:		
Bob Huff's Be Healthy, Be Safe Fair	80	West Covina
3 rd Annual Health Fair	80	El Monte
Boy Scout Expo	125	Arcadia
Pomona Informational Fair	250	Pomona
City Council Presentations:		
Azusa City Council	50	Azusa
Insect Study Loan Boxes:		
Grace Miller Elementary	100	La Verne
Libraries:		
El Monte Public Library - Display	27,636	El Monte
Total Outreach for May	28,612	

It Was a Moving Day!

Those of you who wander back to visit the critters in the Ecology Lab (future residence of the “river lab/classroom”) will notice a startling change – no critters! They have been moved to the far corner of the building into an area once housing our archives to free up the insect ecology lab and create a more intimate experience for visiting students. Newcomers to our collection include a crayfish, water striders, a yet to be determined fingerling fish (speckled dace or chub), black widow spider, and garden slender salamander. All are welcome to come back (just a few steps farther) to see the critters in their new location.

Area Nature Centers Go Buggy!

Over the past few months, we’ve had numerous requests from local nature centers for pinned insect collections and other items to go on long-term loan. We’ve been able to accommodate a few, but these requests have rapidly depleted our supply of pinned insects. Carol Anne has been networking to secure replacements and recently struck up a conversation at the San Dimas Open House event with Keith Garwick, School Resource Officer for Bonita High School in La Verne, who ironically had an ideal connection. Bonita High science teacher, Richard Cunningham, is an entomologist and an avid collector in his spare time. Each year, he teaches entomology and his students do a pinned insect collection. He started laughing when she called. “Boy, you called in the nick of time” he said, “I was headed over to school to toss all of those collections out!”

We were thrilled to receive nearly 70 collections (2 years worth) and while some of are badly damaged by Dermestid (scavenger) beetles and wear and tear, there are enough insects and a number of “jewels” that will go far to fill our orders, replenish our loan boxes, and possibly make up a new collection to put another school loan box into circulation. In exchange, we will replace the insect pins donated with the insects and any small vials (used to preserve soft-bodied invertebrates) that we keep. He said to give him a call at the end of this year for more donated bugs. It looks like it may be a steady source for us for as long as he continues to teach.

Upcoming Events for the Month of July

- July 1 – El Monte Library Presentation
- July 7 – Las Palmas Middle School Field Trip to District (Covina)
- July 11 – Rabies Clinic (Temple City)
- July 18 – SCE Field Safety Presentation (Monterey Park)
- July 23 – “Creatures of the Night” Presentation, Galaster Park Nature Center (West Covina)
- July 24 – MVCAC Summer Meeting (Sacramento)

July 1, 2008 District Working Fund Balance

The District Working Fund Balance will be available at the Board Meeting on July 11, 2008.

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

The attached Treasurer's Report is for May 2008.

The Total of All Funds Balance is \$2,791,446.20

All investments that were made by the District comply with our current investment policy. The District can meet all expenditures for the next six months with funds from the revolving fund, Los Angeles County operating pool, and the LAIF.

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

Margaret Finlay, Board Treasurer

Attachment

May 2008 Treasurer's Report
(based on Balance Sheet Detail Activity Report,
Fiscal Period 11, FY 2008 received on June 9, 2008)

Item 5

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Local Agency Investment Fund (LAIF)	4.96%	\$684,078.30	interest	\$7,091.99	LAIF Statement (Apr 2008)	\$691,170.29

Maturity Date: Perpetual
Interest rate as of Dec 31 2007

Investment Vehicle	Yield	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Los Angeles County Pool	4.31%	\$1,542,819.98	Interest Trust warrant 554 misc debit assessment assessment	\$4,510.73 (\$154,237.45) (\$7.58) \$12,519.06 \$220,804.06	Bal Sheet 11-fy 08 Bal Sheet 11-fy 08 Bal Sheet 11-fy 08 Bal Sheet 11-fy 08 Bal Sheet 11-fy 08	\$1,626,408.80

Maturity Date: Perpetual
Interest rate as of Dec 31 2007

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Bank of America Revolving Fund	\$324,647.09	Debit Activity-May 2008	(\$620.00)	B of A Statement Apr 2008	\$324,027.09

Investment Vehicle	Beginning Balance	Transaction	Deposit (Withdrawal)	Source	Ending Balance
Citizens Bank Revolving Fund	\$188,384.99	Debit Activity-May 2008 Trust warrant 553 Reimbursement	(\$192,861.67) \$154,237.45 \$79.25	CB Statement Apr 2008	\$149,840.02

Total Beginning Balance

\$2,739,930.36

Total End Balance \$2,791,446.20

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

Board of Trustees

Public Information Committee

Starting not earlier than 7:30 AM
Friday July 11, 2008

Agenda

1. Call to Order

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

2. Approval of Minutes*

3. Update on Current Activities

- **Past Quarter Activities/Events***
- **Classroom Update**
- **Upcoming Events**

4. Adjournment

Public Information Committee

Robert Neher, Chairperson
David Barron
Ernie Gutierrez

Dan Holloway
Jeff Parriott
Joe Rocha

CERTIFICATE OF POSTING

I, Esther Elliott, Administrative Secretary of San Gabriel Valley MVCD, certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted not less than 72 hours prior to said meeting. Dated this 3rd day of July, 2008.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the San Gabriel Valley MVCD to all or a majority of the Board of Trustees less than 72 hours prior to that meeting are available for public inspection at the Administration Building Front Lobby located at 1145 North Azusa Canyon Road, West

* Indicates a written report.

Covina, CA 91790 during normal business hours. For further information regarding agenda items, please contact the office of the San Gabriel Valley MVCD at 626-814-9466 or via email at district@sgvmosquito.org

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

Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD

Outreach Activities for Second Quarter of 2008

<u>DATE</u>	<u>ORGINAZATION</u>	<u># REACHED / # LITERATURE</u>	<u>CITY</u>
1-Apr	Friend of the Santa Fe Dam (DEET)	1700/350	Irwindale
1-Apr	Lions Club	22/44	Monterey Park
2-Apr	Claremont Library Display	20,100/50	Claremont
4-Apr	Shuey Elementary (4 th Grade Assembly)	83/489	Rosemead
5-Apr	Claremont Hills Wilderness Park	60/30	Claremont
7-Apr	RMC – River Clean Up Day	220/300	Azusa
8-Apr	City of San Dimas – Proclamation	20/0	San Dimas
8-Apr	LA County SPA (Health Fair)	120/150	Monrovia
12-Apr	Eaton Canyon Earth Day	100/150	Pasadena
12-Apr	Earth Day (Sanitation District)	600/300	Whittier
14-Apr	City of Alhambra – Proclamation	20/300	Alhambra
15-Apr	City of Temple City – Proclamation	20/100	Temple City
16-Apr	Jubilee Christian Field Trip (4 th Grade)	18/36	West Covina
17-Apr	Home School Program (Workbooks)	23/23	Covina
18-Apr	St Martha’s Health Fair	100/150	La Puente
19-Apr	Irwindale Earth Day 2008	25/20	Irwindale
19 & 20-Apr	Cherry Blossom Festival	275/50	Monterey Park
22-Apr	El Monte Library – Family Hour	40/100	El Monte
22-Apr	The Gas Company – Safety Talk	25/20	Alhambra
22-Apr	Caltrans Earth Day Event	500/300	Los Angeles
24-Apr	Cal Poly Career Day	50/20	Pomona
25-Apr	Don Julian Elementary (5 1 st Grade Classes)	110/330	La Puente
28-Apr	Rowland Ave Elementary (2 Kindergarten)	40/120	West Covina
1- 30, May	El Monte Library Display	27,133/100	El Monte
3 May	State Agency Expo 2008	210/60	Arcadia
8 May	Science Family Fun Night	125/25	San Gabriel

10 May	Covina Safety Fair	155/84	Covina
15-May	Rio Hondo Elem. (5 Kindergarten)	96/374	Arcadia
15-May	Monrovia Kiwanis	15/100	Monrovia
17-May	San Dimas Open House	40/25	San Dimas
19-May	Arroyo High Environmental Fair	1400/50	El Monte
19-May	Carden of the Foothills (K- 8 Assembly)	96/200	Monrovia
21-May	County Health Fair	160/30	Monterey Park
22-May	Logsdon School Field Trip (Grades 1-3)	7/63	Rosemead
23-May	Hurley Elementary (5 Kindergarten)	100/400	La Puente
27-May	Cherrylee Elementary (3 rd Grade)	20/100	El Monte
29-May	Duarte High Environmental/Career Day	70/25	Duarte
30-May	Spanish Trails Girl Scout Camp (Wipes)	78/1000	West Covina
2-Jun	Don Julian Elem (3 Kindergarten)	100/300	La Puente
4-Jun	La Primaria 2/3 Combo class	20/100	El Monte
5-Jun	Cherrylee Elementary 3 rd Grade	20/100	El Monte
5-Jun	LA Co. Public Health Nursing Students	11/44	LA County
7-Jun	Pomona Info Fair	250/100	Pomona
7-Jun	Scout Expo 2008	125/50	Arcadia
9-Jun	Cherrylee Elementary (3 rd Grade)	23/75	El Monte
10-Jun	Cherrylee Elementary (3 rd Grade)	20/60	El Monte
16-Jun	Azusa City Council	50/0	Azusa
17-Jun	Azusa Library – Literature Delivery	300	Azusa
21-Jun	Annual Family Health Fair	80/80	El Monte
24-Jun	Grace Miller Summer Enrichment (K-3)	100/300	La Verne
28-Jun	Bob Huff's Annual Staying Fit Fair	80/80	West Covina
1-30, Jun	El Monte Library Display	27,636/50	El Monte

San Gabriel Valley Mosquito & Vector Control District

Board of Trustees

Public Information Committee

Friday, April 11, 2008

Minutes

Members Present:

Bob Neher (La Verne) Chair
Ernie Gutierrez (El Monte)
Jeff Perriott (Industry)
Joe Rocha (Azusa)

Members Absent:

Dan Holloway (La Puente)
Dave Barron (Monterey Park)

Staff Present:

Kelly Middleton, Public Information Officer
Carol Anne Hagele, Education Specialist

1. Call to Order

The meeting was called to order at 8:06 AM

2. Approval of Minutes

Bob Neher motioned to approve minutes from the January meeting, seconded by Ernie Gutierrez.

3. Update on Current Activities

a. Upcoming Events

Kelly Middleton provided a list of activities/events staff has attended this past quarter and discussed our efforts to increase awareness on a local level by attending significantly more community fairs. This allows us the ability to both increase visibility and encourage one on one contact with the public.

b. Mosquito Awareness Week

Kelly discussed various ways the District was getting word out about Mosquito Awareness week including the District's WNV Resolution for city consideration, a Fight the Bite Poster Contest, newspaper advertisements, video PSAs, and a Time Warner Cable special news story which will also post on YouTube.

Joseph Rocha suggested sending information to city websites and printing banners. Staff also investigated postings on the Tribune's website as well as banner ads on websites targeting realtors.

c. Classroom Update

Carol Anne gave a brief report on the status of the grant application to the RMC and other activities associated with funding and planning of District classroom. We are currently accepting bids from companies to draft architectural plans and will be making our selection as soon as possible. Completion of these plans will assist us in securing the remainder of the funds necessary to complete this project.

4. Adjournment 8:22 AM

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

**Board of Trustees
Policy Committee**

Friday, July 11, 2008

AGENDA

- 1. Call to Order**
- 2. Opportunity for Public Comment on Non-Agenda Items.**
The public is requested to provide a name/address and limit comment(s) to 5 minutes.
- 3. Use of Badges for District Management Personnel**
- 4. Adjournment**

Policy Committee

Roger Chandler, Chair
Richard Barakat
Linder Elderkin

Elliott Rothman
Chuck Myers
Tom Sykes

CERTIFICATE OF POSTING

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Esther Elliott
Administrative Secretary
San Gabriel Valley MVCD



Manager's Report

Date of Preparation: July 11, 2008 **Report No.** 071108 **Item 3**
Meeting Of: San Gabriel Valley Mosquito & Vector Control Policy Committee
Subject: Badges for District Personnel
Reference (s): None

Summary

Issue(s)

Would the potential benefits outweigh the possible misuse of a badge?

Manager's Recommendation(s)

Approve use by senior management staff and report to the Committee in 6 months on experiences with the badges.

Alternative

Do not pursue this issue.

Fiscal Impact

Approximately \$350.

Background

Badges are a significant indication of authority to the general public, irrespective of the authority of the organization it represents. In certain cases it is an effective tool, but there are instances where a badge is disrespected and can engender a negative reaction. This is almost universally by an observer's assumption that the badge is being worn by a law enforcement officer.

In the case of this District, staff believes the visual authority of the badge will assist resolution of some cases. Events do occur in the field which occasionally requires management staff to support a Field Technician. Staff suggests management staff would be the positions so designated and in conjunction with this process, the District Manager will prepare an amendment to your Personal Policy which would indicate the level of disciplinary action for any misuse of a badge.

There are other Districts which use or not badges as follows:

<u>District Name</u>	<u>Wear Gold Metal Badges</u>	<u>Comments</u>
Coachella Valley MVCD	No	Laminated ID type cards.
Antelope Valley MVCD	Yes. Five supervisors and Tech IIIs.	Communicates authority when necessary.
Sacramento-Yolo MVCD	No	Laminated ID type cards.
L.A. County West VCD	No	Sewn on badge replicas
Northwest MVCD	No	Laminated ID type cards.
West Valley MVCD	Yes, 4 management employees, Operations Mgr and Tech IIIs.	Remainder of technicians wear ID cards.
Orange County VCD	Yes.	Communicates authority.
Long Beach –Vector Control Program	No	Laminated ID type cards.
Greater Los Angeles VCD	Yes. All technicians.	Communicates authority.

Respectfully submitted,

**Steve West
District Manager**