



San Gabriel Valley Mosquito & Vector Control District

1145 North Azusa Canyon Road, West Covina, CA 91790
Phone: 626-814-9466 | www.sgvmosquito.org
Email: district@sgvmosquito.org

BOARD OF TRUSTEES MEETING AGENDA January 17, 2025 – 7:00 A.M.

1. Call to Order

- 1.1 Pledge of Allegiance
- 1.2 Announcement of Newly Appointed/Reappointed Trustees
 - Jackie Doornik – Glendora (4-year term)
 - Cory Moss – Industry (2-year term)
 - Manuel Garcia – Irwindale (4-year term)
 - Tim Sandoval – Pomona (2-year term)
 - Denise Menchaca – San Gabriel (2-year term)
 - John Capoccia – Sierra Madre (2-year term)
 - Cynthia Sternquist – Temple City (2-year term)
 - Allen Wu – Walnut (2-year term)
 - Rosario Diaz – West Covina (4-year term)
- 1.3 Determination of a Quorum – Noted Absences
- 1.4 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: December 2024 (P.5)
- 3.2 Budget Status Report: December 2024 (P.11)
- 3.3 Minutes of Board of Trustees Meeting: December 2024 (P.15)
- 3.4 Operations Report: December 2024 (P.19)
- 3.5 Surveillance Report: December 2024 (P.21)



- 3.6 Communications Report: December 2024 (P.25)
- 3.7 Treasurer's Report: November 2024 / District Working Balance: January 2025 (P.29)
- 3.8 Sunshine Reports – MVCAC Fall Planning Meeting (P.31)
4. **Presentation:** None
5. **Election of Nominated Officers of Secretary/Treasurer for the Board of Trustees** (P.35)
(Nominations Committee Chair, Robert Gonzales) (Approve/Deny)
 - **Call for Public Comment**
 - **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the Board may confirm the appointment of Corey Calaycay as Secretary/Treasurer for the 2025 calendar year.
 - **Alternative Board Action:** If after discussion by members for this item, the Board may choose to nominate and confirm an alternate candidate for the role of Secretary/Treasurer.
6. **Closed Session**
(Board President, John Capoccia)
 - A. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to paragraph (2) of Subdivision (d) of Government Code Section 54956.9 – One Potential Case
 - **Board Action Required:** Following the closed session discussion by members of this item, the appropriate action is to report any required information and to take action on any recommendation made in closed session.
7. **District Administration**
(District Manager, Jason Farned)
 - 7.1 Committee Meeting Notifications – Finance & Audit Committee
 - 7.2 District Update
8. **Committee Reports**
9. **Trustee Reports**
10. **New Business**
11. **Adjournment**



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) 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)

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San Gabriel Valley Mosquito & Vector Control District

List of Claims | December 2024

CLAIMS LIST DECEMBER 2024

Vendor	Date	Product/Service	Memo/Description	Amount
AJG ACCOUNTING & BOOKEEPING SERVICES	12/3/2024	6000 Accounting Services	Bookkeeping Services: Invoice 3161	1,093.75 \$ 1,093.75
ADAPCO	12/17/2024	6626 Pesticides	Pesticides - Invoice 138645	29,052.28 \$ 29,052.28
ALLSTATE BUILDING & OFFICE MAINTENANCE	12/17/2024	6630 Facility Maintenance	Facility Maintenance - Invoice 851824	2,022.50 \$ 2,022.50
AMAZON CAPITAL SERVICES	12/3/2024	6603 Computer Hardware	Computer Hardware	286.89
AMAZON CAPITAL SERVICES	12/3/2024	6606 Employee Recognition & Engagement	Employee Recognition and Engagement	92.07
AMAZON CAPITAL SERVICES	12/3/2024	6613 Office Supplies	Office Supplies	13.13
AMAZON CAPITAL SERVICES	12/3/2024	6625 Operations Supplies	Operations Supplies	14.22
AMAZON CAPITAL SERVICES	12/3/2024	6613 Office Supplies	Office Supplies	27.96
AMAZON CAPITAL SERVICES	12/3/2024	6638 Surveillance Supplies	Surveillance Supplies	24.65
AMAZON CAPITAL SERVICES	12/3/2024	6636 Fish Supplies	Fish Supplies	20.68
AMAZON CAPITAL SERVICES	12/3/2024	6638 Surveillance Supplies	Surveillance Supplies	16.41
AMAZON CAPITAL SERVICES	12/3/2024	6601 Board Expenses	Board Expenses	32.83
AMAZON CAPITAL SERVICES	12/3/2024	6601 Board Expenses	Board Expenses	32.83
AMAZON CAPITAL SERVICES	12/3/2024	6629 Equipment Maintenance	Equipment Maintenance	9.84
AMAZON CAPITAL SERVICES	12/3/2024	6601 Board Expenses	Board Expenses	65.66
AMAZON CAPITAL SERVICES	12/3/2024	6613 Office Supplies	Office Supplies	4.64
AMAZON CAPITAL SERVICES	12/3/2024	6638 Surveillance Supplies	Surveillance Supplies	17.07
AMAZON CAPITAL SERVICES	12/3/2024	6601 Board Expenses	Board Expenses	19.15
AMAZON CAPITAL SERVICES	12/3/2024	6625 Operations Supplies	Operations Supplies	-72.26 \$ 605.77
ANTONIO BISHOP	12/17/2024	6633 Work Boots	Work Boots Reimbursement FY 24-25	200.00 \$ 200.00
AMERICAN FIDELITY FLEX	12/3/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Invoice 2340371A December 2024	608.28 \$ 608.28
AMERICAN FIDELITY ASSURANCE	12/3/2024	6510 Cafeteria Benefit	Cafeteria Benefit - InvD790911 December 2024	3,265.72 \$ 3,265.72
ATHENS SERVICES	12/17/2024	6630 Facility Maintenance	Facility Maintenance - Invoice 18308834	306.35 \$ 306.35
AZUSA LIGHT AND WATER	12/3/2024	6622 Water Utility Services	Water Utility Services - Acct 303-0190.300	85.20
	12/3/2024	6622 Water Utility Services	Water Utility Services - Acct 303-0191.300	57.10 \$ 142.30
BECKY SHEVLIN	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
CELL BUSINESS EQUIPMENT	12/3/2024	6607 Equipment Lease	Equipment Lease - Invoice 5032170650	2,047.23 \$ 2,047.23
CHARLIE KLINAKIS	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
COREY CALAYCAY	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
CORY MOSS	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
CYNTHIA STERNQUIST	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
DENISE MENCHACA	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
DR. ALLEN WU	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 \$ 100.00
FRONTIER	12/17/2024	6610 Internet Services	Internet Services Acct 626-197-1465-020723-5	567.21 \$ 567.21



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

GO TO COMMUNICATIONS, INC	12/17/2024	6614 Phone Services	Phone Services: Invoice INV7103437989	1,111.18 <u>\$ 1,111.18</u>
HENRY AVILES	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 <u>\$ 100.00</u>
JACKIE DOORNIK	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 <u>\$ 100.00</u>
JASON FARNED	12/17/2024	6619 Travel, Meetings, and Conferences	Per Diem - 2024 MVCAC Planning Meeting	165.00 <u>\$ 165.00</u>
JAQUELINE NERY	12/17/2024	6514 Tution Reimbursement	Tuition Reimbursement - Courses for FY 24-25	2,000.00 <u>\$ 2,000.00</u>
JOHN CAPOCCIA	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 <u>\$ 100.00</u>
JONATHAN HALILI	12/17/2024	6633 Work Boots	Work Boots Reimbursement FY 24-25	200.00 <u>\$ 200.00</u>
JOSEPH LEON	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 <u>\$ 100.00</u>
K'WEST PRINTING	12/17/2024	6616 Printing and Reproduction	Printing and Reproduction - Invoice 00824620	1,528.62 <u>\$ 1,528.62</u>
KENN K. FUJIOKA	12/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium December 2024	249.60 <u>\$ 249.60</u>
KRIZTIAN LUNA CORONA	12/17/2024	6619 Travel, Meetings, and Conferences	Per Diem - 2025 MVCAC Conference	220.00 <u>\$ 220.00</u>
LEWIS BRISBOIS BISGAARD & SMITH LLP	12/17/2024	6655 Contract Services - Legal	Contract Services - Legal - Invoice 4243188	3,422.86 <u>\$ 3,422.86</u>
LIEBERT CASSIDY WHITMORE	12/3/2024	6655 Contract Services - Legal	Contract Services - Legal - Invoice 279853	511.00 <u>\$ 511.00</u>
LINCOLN NATIONAL	12/3/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Invoice 4770711118 December 2024	2,767.60 <u>\$ 2,767.60</u>
LLOYD JOHNSON	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	149.50 <u>\$ 149.50</u>
MANUEL GARCIA	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 <u>\$ 100.00</u>
MARCO GAYTAN	12/17/2024	6633 Work Boots	Work Boots Reimbursement FY 24-25	200.00 <u>\$ 200.00</u>
MARTA TANAKA	12/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium December 2024	974.47 <u>\$ 974.47</u>
MARY BRISCO	12/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium December 2024	708.41 <u>\$ 708.41</u>
MESHAL KASHIFALGHITA	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00 <u>\$ 100.00</u>
MIKE NIFFENEGGER	12/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium December 2024	974.47 <u>\$ 974.47</u>
NATIONWIDE RETIREMENT	12/3/2024	6512 DM 457 Contribution	Employer Deferred Comp Contribution for DM PPE 11/30/24	316.10 <u>\$ 316.10</u>
NATIONWIDE RETIREMENT	12/17/2024	6512 DM 457 Contribution	Employer Deferred Comp Contribution for DM PPE 12/14/24	316.10 <u>\$ 316.10</u>
NEARMAP	12/17/2024	6604 Computer Software	Computer Software - INV01643523	5,450.00 <u>\$ 5,450.00</u>
ODP BUSINESS SOLUTIONS LLC	12/17/2024	6613 Office Supplies	Office Supplies - Invoice 401161867001	19.63
	12/17/2024	6613 Office Supplies	Office Supplies - Invoice 401161868001	16.16



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

	12/17/2024	6613 Office Supplies	Office Supplies - Invoice 401151236001	251.59
				\$ 287.38
OPTIMIZED INVESTMENT PARTNERS, LLC	12/17/2024	6654 Contract Services - Inv. Advisory	Investment Advisory Services: Invoice 1284	657.38
				\$ 657.38
PABLO CABRERA	12/3/2024	6619 Travel, Meetings, and Conferences	Per Diem - PRSA - Next Gen Media Training	165.00
				\$ 165.00
PERFORMANCE FORD	12/17/2024	6632 Vehicle Maintenance	Vehicle Maintenance - Acct 50273	3,635.39
				\$ 3,635.39
PERS	12/3/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 11/30/24	588.94
PERS	12/3/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 11/30/24	2,332.93
PERS	12/3/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 11/30/24	448.97
PERS	12/3/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 11/30/24	805.89
PERS	12/3/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 11/30/24	664.04
PERS	12/3/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 11/30/24	3,336.47
PERS	12/3/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 11/30/24	1,392.60
PERS	12/3/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 11/30/24	1,136.87
				\$ 10,706.71
PERS	12/17/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 12/14/24	588.94
PERS	12/17/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 12/14/24	2,332.93
PERS	12/17/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 12/14/24	485.38
PERS	12/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 12/14/24	373.96
PERS	12/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 12/14/24	664.04
PERS	12/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 12/14/24	3,246.35
PERS	12/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 12/14/24	1,392.60
PERS	12/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 12/14/24	1,136.87
				\$ 10,221.07
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Dental Premiums Dec 2024	140.20
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Dental Premiums Dec 2024	188.20
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Dental Premiums Dec 2024	1,470.95
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Dental Premiums Dec 2024	281.35
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Dental Premiums Dec 2024	327.45
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Vision Premiums Dec 2024	17.74
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Vision Premiums Dec 2024	149.34
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Vision Premiums Dec 2024	53.22
PRINCIPAL DENTAL	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Vision Premiums Dec 2024	44.35
				\$ 2,672.80
QUADIENT POSTAGE FUNDING	12/3/2024	6615 Postage	Postage - Acct 7900-0440-8107-1825	500.00
				\$ 500.00
RICHARD BARAKAT	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00
				\$ 100.00
ROBERT GONZALES	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00
				\$ 100.00
ROBERT JOE	12/17/2024	6601 Board Expenses	Reimbursement for business related board expenses December 2024	100.00
				\$ 100.00
SOUTHERN CALIFORNIA EDISON	12/17/2024	6620 Electric Utility Services	Electric Utilities: Service Account 8002465958	2,113.05
				\$ 2,113.05
SO CAL GAS	12/17/2024	6621 Gas Utility Services	Gas Utility Svcs: Acct 057-518-2100-9 (Meter 10313904)	38.26
	12/17/2024	6621 Gas Utility Services	Gas Utility Svcs: Acct 059-618-2100-5 (Meter 13608951)	187.15
				\$ 225.41
SSD ALARM	12/17/2024	6630 Facility Maintenance	Facility Maintenance - Invoice R-00561175	3,327.36
				\$ 3,327.36
SYNTECH GROUP INC.	12/17/2024	6604 Computer Software	Computer Software - Invoice SVC-A23737	1,114.00
				\$ 1,114.00
TEXAS LIFE	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Invoice SMB09BT20241215001	213.29
				\$ 213.29
THE HOME DEPOT	12/17/2024	6630 Facility Maintenance	Facility Maintenance - Invoice 7022954	101.34
	12/17/2024	6630 Facility Maintenance	Facility Maintenance - Invoice 6544460	170.74
				\$ 272.08



San Gabriel Valley Mosquito & Vector Control District

List of Claims | December 2024

UNITED PET CARE	12/17/2024	6510 Cafeteria Benefit	Cafeteria Benefit - Invoice 202406000 December 2024	86.50
				\$ 86.50
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6625 Operations Supplies	Operations Supplies - Home Depot	114.97
US BANK	12/17/2024	6627 Pool Notifications	Pool Notifications - USPS	89.90
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement/Recognition - Costco	43.88
US BANK	12/17/2024	6618 Recruitments	Recruitments - Department of Justice	79.00
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement/Recognition - Food4Less	14.38
US BANK	12/17/2024	6604 Computer Software	Computer Software - Dmarc	10.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - Town and Country (CalPERS Conference)	627.29
US BANK	12/17/2024	6604 Computer Software	Computer Software - Arlo	17.99
US BANK	12/17/2024	6604 Computer Software	Computer Software - Wasabi	41.45
US BANK	12/17/2024	6604 Computer Software	Computer Software - SurveyMonkey	900.00
US BANK	12/17/2024	6613 Office Supplies	Office Supplies - Staples	841.77
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - Mobil (CalPERS Conference)	28.40
US BANK	12/17/2024	6604 Computer Software	Computer Software - Zoom	79.00
US BANK	12/17/2024	6604 Computer Software	Computer Software - ESRI	3,310.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - Southwest (MVCAC Conference)	268.96
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Airgas	662.06
US BANK	12/17/2024	6634 Uniforms	Uniforms - LaundryUp #9009	45.00
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Lowe's	235.66
US BANK	12/17/2024	6611 Membership Dues	Membership Dues - Entomological Society of America	170.00
US BANK	12/17/2024	6634 Uniforms	Uniforms - LaundryUp #9075	45.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - FMCA Registration	-580.00
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Walmart	441.24
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagment & Recognition - A1 Rental	142.50
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement & Recognition - Smart and Final	54.48
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6634 Uniforms	Uniforms - LaundryUp #9145	45.00
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement/Recognition - Claros	567.63
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - United (MVCAC Conference)	298.95
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - United (MVCAC Conference)	186.95
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - United (MVCAC Conference)	225.47
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement/Recognition - Portos	131.08
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Next Security	125.39
US BANK	12/17/2024	6634 Uniforms	Uniforms - LaundryUp #9214	45.00
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Bambu Lab	631.15
US BANK	12/17/2024	6634 Uniforms	Uniforms - LaundryUp #9274	45.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6639 Advertising	Advertising - Facebook	179.70
US BANK	12/17/2024	6644 Website and Email Services	Website and Email Services - Network Solutions	52.99
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - Southwest (MVCAC Conference)	268.96
US BANK	12/17/2024	6615 Postage	Postage - UPS Store	142.91
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6617 Professional Development	Professional Development - Springer Nature	29.95
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Smart and Final	84.72
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement/Recognition - Slam Casa	46.14
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Home Depot	6.57
US BANK	12/17/2024	6638 Surveillance Supplies	Surveillance Supplies - Smart and Final	120.48
US BANK	12/17/2024	6616 Printing and Reproduction	Printing and Reproduction - Ford Printing	894.22
US BANK	12/17/2024	6639 Advertising	Advertising - Google	500.00
US BANK	12/17/2024	6644 Website and Email Services	Website and Email Services - Mailchimp	60.00
US BANK	12/17/2024	6639 Advertising	Advertising - Facebook	36.54
US BANK	12/17/2024	6604 Computer Software	Computer Software - Acuity Scheduling	324.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	900.00
US BANK	12/17/2024	6639 Advertising	Advertising - Disney	287.35
US BANK	12/17/2024	6644 Website and Email Services	Website and Email Services - GoDaddy	23.17
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - Southwest (MVCAC Conference)	289.96
US BANK	12/17/2024	6639 Advertising	Advertising - Disney	570.08
US BANK	12/17/2024	6606 Employee Engagement/Recognition	Employee Engagement/Recognition - Imprint	1,448.07
US BANK	12/17/2024	6639 Advertising	Advertising - Disney	532.21
US BANK	12/17/2024	6639 Advertising	Advertising - Google	500.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - MVCAC Registration	450.00
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Conference - PRSA Registration	625.00
US BANK	12/17/2024	6601 Board Expenses	Board Expenses - Smart and Final	100.08
US BANK	12/17/2024	6601 Board Expenses	Board Expenses - Yum Yu,	19.99
US BANK	12/17/2024	6619 Travel, Meetings, and Conferences	Travel - Marriot Mission Valley (CSDA Board Clerk Conference)	247.23
US BANK	12/17/2024	6632 Vehicle Maintenance	Vehicle Maintenance - TireZone	20.00
US BANK	12/17/2024	6613 Office Supplies	Office Supplies - Barney's Key Service	13.06
US BANK	12/17/2024	6604 Computer Software	Computer Software - Canva	15.00
				\$ 21,922.93



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

VERIZON WIRELESS	12/17/2024	6609 Field Communications	Field Communications - Invoice 6100787326	469.35
VERIZON WIRELESS	12/17/2024	6609 Field Communications	Field Communications - Invoice 6100787324	1,621.70
VERIZON WIRELESS	12/17/2024	6609 Field Communications	Field Communications - Invoice 6100787325	850.41
				<u>\$ 2,941.46</u>
VESTIS	12/17/2024	6332 Uniforms	Uniforms - Invoice 5880785810	1,112.21
VESTIS	12/17/2024	6332 Uniforms	Uniforms - Invoice 5880791751	176.51
VESTIS	12/17/2024	6332 Uniforms	Uniforms - Invoice 5880779764	169.44
VESTIS	12/17/2024	6332 Uniforms	Uniforms - Invoice 5880774278	226.24
VESTIS	12/17/2024	6332 Uniforms	Uniforms - Invoice 5880767871	194.75
				<u>\$ 1,879.15</u>
WEST VALLEY MVCD	12/17/2024	6635 Arbovirus Testing Supplies	Lab Testing - Invoice 2971	576.00
				<u>\$ 576.00</u>
WEX/CHEVRON	12/17/2024	6624 Gasoline	Gasoline - Invoice 101451191	3,611.37
				<u>\$ 3,611.37</u>
Total Accounts Payable for December 2024				\$ 129,904.63
Total Payroll for December 2024 (attached)				\$ 287,833.94
Total Claims for December 2024				\$ 417,738.57



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

Payroll December 2024

Department	December 5, 2024	December 19, 2024	December 19, 2024 Group Term Life (For Reporting Purposes)	Total
100-EXECUTIVE	\$ 20,933.00	\$ 10,832.80	\$ -	\$ 31,765.80
200-ADMINISTRATION	\$ 14,388.81	\$ 13,241.60	\$ -	\$ 27,630.41
300-OPERATIONS	\$ 71,021.51	\$ 60,635.05	\$ -	\$ 131,656.56
400-SURVEILLANCE	\$ 17,695.20	\$ 17,845.20	\$ -	\$ 35,540.40
500-COMMUNICATIONS	\$ 22,004.91	\$ 18,522.41	\$ -	\$ 40,527.32
300-1 EXTRA HELP (SEASONAL)	\$ 3,696.29	\$ -	\$ -	\$ 3,696.29
GROSS PAYROLL	\$ 149,739.72	\$ 121,077.06	\$ -	\$ 270,816.78
EMPLOYER TAXES	\$ 2,389.99	\$ 1,828.00	\$ 121.79	\$ 4,339.78
CAR ALLOWANCE (DM)	\$ 500.00	\$ -	\$ -	\$ 500.00
EMPLOYEE BENEFITS-MED	\$ 5,827.15	\$ 5,317.05	\$ -	\$ 11,144.20
PAYROLL PROCESSING FEES	\$ 414.68	\$ 319.64	\$ 298.86	\$ 1,033.18
TOTAL PAYROLL	\$ 158,871.54	\$ 128,541.75	\$ 420.65	\$ 287,833.94



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

BUDGET STATUS REPORT

PERIOD ENDING 12/31//2024
Current Period 50% of Fiscal Year Completed

	CURRENT PERIOD	YEAR TO DATE	ADOPTED BUDGET	REMAINING BUDGET	PERCENTAGE OF BUDGET UTILIZED
SALARIES AND BENEFITS					
6500 Salaries - Exempt	68,690.80	405,618.20	890,532.03	484,913.83	46%
6501 Salaries - Non-Exempt	139,402.19	894,455.68	1,969,912.44	1,075,456.76	45%
6502 Salaries - Overtime	17.87	82,019.55	39,500.00	-42,519.55	208%
6503 Salaries - Vacation	34,325.37	64,878.11	102,585.60	37,707.49	63%
6504 Salaries - Holiday	11,469.06	44,180.26	128,021.04	83,840.78	35%
6505 Salaries - Sick Pay	13,371.52	58,649.44	95,654.35	37,004.91	61%
6506 Salaries - Extra Help	3,539.97	121,905.97	304,004.45	182,098.48	40%
6507 Payroll Taxes - Medicare	4,079.02	25,111.06	50,168.28	25,057.22	50%
6508 Payroll Taxes - Social Security	138.97	4,339.16	10,945.86	6,606.70	40%
6509 Payroll Taxes - Unemployment Insurance	0.00	548.07	20,000.00	19,451.93	3%
6510 Cafeteria Benefit	18,599.79	183,233.54	552,600.00	369,366.46	33%
6511 Group Term Life Insurance	417.90	2,488.22	6,000.00	3,511.78	41%
6512 DM 457 Contribution	632.20	3,759.92	8,175.08	4,415.16	46%
6513 DM Car Allowance	500.00	2,500.00	6,000.00	3,500.00	42%
6514 Tuition Reimbursement	2,000.00	4,000.00	8,000.00	4,000.00	50%
6515 CalPERS Classic Normal Cost	6,778.09	39,900.77	87,945.99	48,045.22	45%
6516 CalPERS PEPR Normal Cost	14,149.69	90,631.97	188,978.08	98,346.11	48%
6517 Retiree Health Insurance	2,906.95	24,116.65	55,000.00	30,883.35	44%
6518 CalPERS Classic Unfunded Liability	0.00	132,029.00	136,444.00	4,415.00	97%
6520 CalPERS Classic - ADP	0.00	0.00	323,360.00	323,360.00	0%
6521 CalPERS PEPR - ADP	0.00	0.00	30,000.00	30,000.00	0%
6522 CalPERS Post Retirement - OPEB	0.00	0.00	150,000.00	150,000.00	0%
Total SALARIES AND BENEFITS	321,019.39	2,184,365.57	5,163,827.20	2,979,461.63	42%
ORGANIZATIONAL EXPENDITURES					
6600 Bank Charges	734.32	7,342.85	22,000.00	14,657.15	33%
6601 Board Expenses	2,020.04	14,627.02	38,400.00	23,772.98	38%
6602 Branded Apparel	0.00	272.37	4,000.00	3,727.63	7%
6603 Computer Hardware	286.89	1,182.48	28,000.00	26,817.52	4%
6604 Computer Software	11,261.44	48,009.68	91,000.00	42,990.32	53%
6605 Emergency Response	0.00	0.00	100,000.00	100,000.00	0%
6606 Employee Recognition & Engagement	2,540.23	3,284.56	6,000.00	2,715.44	55%
6607 Equipment Leases	2,047.23	9,935.31	23,000.00	13,064.69	43%
6608 Fees and Assessments	0.00	17,285.78	105,000.00	87,714.22	16%
6609 Field Communications	2,941.46	21,198.97	50,000.00	28,801.03	42%
6610 Internet Services	567.21	3,406.52	20,000.00	16,593.48	17%
6611 Membership Dues	170.00	32,963.00	40,000.00	7,037.00	82%
6612 Miscellaneous Expenses	0.00	356.40	3,000.00	2,643.60	12%
6613 Office Supplies	1,187.94	3,061.56	8,700.00	5,638.44	35%
6614 Phone Services	1,111.18	6,662.34	25,000.00	18,337.66	27%
6615 Postage	642.91	1,477.13	1,500.00	22.87	98%
6616 Printing and Reproduction	2,422.84	4,640.68	11,000.00	6,359.32	42%
6617 Professional Development	29.95	-200.05	3,000.00	3,200.05	-7%
6618 Recruitments	79.00	140.00	6,500.00	6,360.00	2%



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

	CURRENT PERIOD	YEAR TO DATE	ADOPTED BUDGET	REMAINING BUDGET	PERCENTAGE OF BUDGET UTILIZED
6619 Travel, Meetings, and Conferences	7,537.17	15,644.91	51,000.00	35,355.09	31%
6620 Electric Utility Services	2,113.05	21,045.50	36,500.00	15,454.50	58%
6621 Gas Utility Services	225.41	951.68	4,300.00	3,348.32	22%
6622 Water Utility Services	142.30	915.56	2,600.00	1,684.44	35%
6623 Aerial Operations	0.00	0.00	29,000.00	29,000.00	0%
6624 Gasoline	3,611.37	31,118.35	68,000.00	36,881.65	46%
6625 Operations Supplies	56.93	1,239.91	8,000.00	6,760.09	15%
6626 Pesticides	29,052.28	63,418.67	120,000.00	56,581.33	53%
6627 Pool Notifications	89.90	979.22	8,000.00	7,020.78	12%
6628 Safety Supplies	0.00	1,350.00	5,000.00	3,650.00	27%
6629 Equipment Maintenance	9.84	642.86	3,000.00	2,357.14	21%
6630 Facility Maintenance	5,928.29	27,291.46	88,152.80	60,861.34	31%
6631 Grounds Maintenance	0.00	437.64	2,000.00	1,562.36	22%
6632 Vehicle Maintenance	3,655.39	15,942.45	50,000.00	34,057.55	32%
6633 Work Boots	600.00	590.77	5,500.00	4,909.23	11%
6634 Uniforms	2,104.15	7,721.94	12,500.00	4,778.06	62%
6635 Testing Supplies	576.00	9,302.00	20,000.00	10,698.00	47%
6636 Fish Supplies	20.68	157.60	2,500.00	2,342.40	6%
6637 State Certification	0.00	5,853.00	6,000.00	147.00	98%
6638 Surveillance Supplies	2,365.40	7,648.26	15,000.00	7,351.74	51%
6639 Advertising	2,605.88	10,268.42	20,000.00	9,731.58	51%
6640 Communications Supplies	0.00	704.29	8,000.00	7,295.71	9%
6641 Education Program Supplies	0.00	8,320.40	10,000.00	1,679.60	83%
6642 Event Participation Fees	0.00	0.00	1,000.00	1,000.00	0%
6643 Media Production	0.00	40.40	1,800.00	1,759.60	2%
6644 Website and Email Services	136.16	2,716.16	8,500.00	5,783.84	32%
6650 Contract Services - Assessment Administration	0.00	13,500.00	20,000.00	6,500.00	68%
6651 Contract Services - Auditor	0.00	14,770.00	19,000.00	4,230.00	78%
6652 Contract Services - Bookkeeping	1,093.75	6,437.50	16,000.00	9,562.50	40%
6653 Contract Services - Information Technology	0.00	23,051.34	60,000.00	36,948.66	38%
6654 Contract Services - Investment Advisory	657.38	3,550.89	10,000.00	6,449.11	36%
6655 Contract Services - Legal	3,933.86	16,399.52	32,000.00	15,600.48	51%
6656 Contract Services - Other	0.00	0.00	5,000.00	5,000.00	0%
6660 Insurance - VCJPA Automobile	0.00	6,431.00	4,000.00	-2,431.00	161%
6661 Insurance - VCJPA General Fund	0.00	3,891.00	5,000.00	1,109.00	78%
6662 Insurance - VCJPA Liability	0.00	122,709.00	145,000.00	22,291.00	85%
6663 Insurance - VCJPA Property	0.00	12,505.00	21,000.00	8,495.00	60%
6664 Insurance - VCJPA Workers' Compensation	0.00	133,303.00	145,000.00	11,697.00	92%
6665 Insurance - Other Insurance	0.00	279.36	5,500.00	5,220.64	5%
Total ORGANIZATIONAL EXPENDITURES	94,557.83	766,775.66	1,659,952.80	893,177.14	46%
CAPITAL OUTLAY					
8000 Capital Outlay - General	0.00	33,932.00	350,000.00	316,068.00	10%
Total CAPITAL OUTLAY	0.00	33,932.00	350,000.00	316,068.00	10%
Total EXPENDITURES	415,577.22	2,985,073.23	7,173,780.00	4,188,706.77	42%



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

	CURRENT PERIOD	YEAR TO DATE	ADOPTED BUDGET	REMAINING BUDGET	PERCENTAGE OF BUDGET UTILIZED
DESIGNATED RESERVES					
Public Health Emergency	0.00	0.00	500,000.00	500,000.00	0%
Capital Projects	0.00	0.00	325,000.00	325,000.00	0%
Pension Liability	0.00	0.00	313,000.00	313,000.00	0%
Building/Facilities	0.00	0.00	110,000.00	110,000.00	0%
Vehicle Replacement	0.00	0.00	65,000.00	65,000.00	0%
Prop 218 Ballot Initiative	0.00	0.00	525,000.00	525,000.00	0%
Sterile Insect Technique	0.00	0.00	122,500.00	122,500.00	0%
Total DESIGNATED RESERVES	0.00	0.00	1,960,500.00	1,960,500.00	0%

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San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting Minutes
December 13, 2024

TRUSTEES PRESENT

Henry Aviles (Alhambra)
 Robert Gonzales (Azusa)
 Richard Barakat (Bradbury)
 Corey Calaycay (Claremont)
 Jackie Doornik (Glendora)
 Cory Moss (Industry)
 Manuel Garcia (Irwindale)
 Charlie Klinakis (La Puente)
 Meshal Kashifalghita (La Verne)
 Becky Shevlin (Monrovia)
 Joseph Leon (Monterey Park)
 Denise Menchaca (San Gabriel)
 John Capoccia (Sierra Madre)
 Robert Joe (South Pasadena)
 Cynthia Sternquist (Temple City)
 Allen Wu (Walnut)
 Lloyd Johnson (West Covina)

TRUSTEES ABSENT

Sho Tay (Arcadia)
 Emmanuel Estrada (Baldwin Park)
 Patricia Cortez (Covina)
 Margaret Finlay (Duarte)
 Jerry Velasco (El Monte)
 Anish Saraiya (L.A. County)
 Tim Sandoval (Pomona)
 Rachel Janbek (Pasadena)
 Sandra Armenta (Rosemead)
 Ryan Vienna (San Dimas)

STAFF PRESENT

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

GUESTS PRESENT

District Counsel, Kelly Alhadeff-Black
 Nigro & Nigro, CPA, Paul J. Kaymark

1. Call to Order

Board President Capoccia called the meeting to order at 7:05 a.m. Trustee Moss 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 Shevlin and carried by the following vote to approve Items 3.1- 3.8 of the Consent Calendar.

AYES: Aviles, Gonzales, Barakat, Calaycay, Doornik, Moss, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Tay, Estrada, Cortez, Finlay, Velasco, Saraiya, Sandoval, Janbek, Armenta, Vienna



San Gabriel Valley Mosquito & Vector Control District
Board of Trustees Meeting Minutes
December 13, 2024

4. Presentation

None

5. Trustee Service Pin Presentation

President Capoccia recognized Trustee Garcia for 15 years of service, Trustee Armenta for 6 years, and Trustees Wu and Johnson for 5 years of service.

6. Consider Draft Annual Audit for Fiscal Year Concluding June 30, 2024

Paul Keymark, representing Nigro & Nigro, presented the annual audit for the fiscal year ending on June 30, 2024.

Motion by Trustee Calaycay, seconded by Trustee Shevlin and carried by the following vote to approve the Draft Annual Audit for Fiscal Year Concluding June 30, 2024.

AYES: Aviles, Gonzales, Barakat, Calaycay, Doornik, Moss, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Tay, Estrada, Cortez, Finlay, Velasco, Saraiya, Sandoval, Janbek, Armenta, Vienna

7. Consider Rescinding Resolution 2024-01: Bylaws Governing District Meetings and Adopting Resolution 2024-05: Amended and Restated Bylaws Governing the Conduct of District Business

Trustee Shevlin elaborated on the District Bylaws and Reimbursement policy, which were recommended for approval by the Personnel and Policy Committees on October 11, 2024. She clarified that the updates were necessary revisions aimed at eliminating redundancy and enhancing clarity, efficiency, and legal compliance.

Motion by Trustee Johnson, seconded by Trustee Sternquist and carried by the following vote to rescind Resolution 2024-01 and adopt Resolution 2024-05.

AYES: Aviles, Gonzales, Barakat, Calaycay, Doornik, Moss, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Tay, Estrada, Cortez, Finlay, Velasco, Saraiya, Sandoval, Janbek, Armenta, Vienna

8. Consider Rescinding Resolution 2006-01: Establishing a Reimbursement Policy in accordance with GC 53232.2 and 53232.3 and Adopting Resolution 2024-06: Amended and Restated Reimbursement Policy in accordance with GC 53232.2 and 53232.3

District Manager Farned clarified the distinction between the District Bylaws and the Reimbursement policy, providing details on the updates made to the reimbursement policy. He echoed Trustee Shevlin's statement, emphasizing that the goal was to remove redundant and outdated language and reorganize the content to improve clarity regarding reimbursable expenses.



San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes December 13, 2024

Motion by Trustee Kashifalghita, seconded by Trustee Johnson and carried by the following vote to rescind Resolution 2006-01 and adopt resolution of 2024-06.

AYES: Aviles, Gonzales, Barakat, Calaycay, Doornik, Moss, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson
 NOES: None
 ABSTAIN: None
 ABSENT: Tay, Estrada, Cortez, Finlay, Velasco, Saraiya, Sandoval, Janbek, Armenta, Vienna

9. Notification of VCJPA Refund and Allocation to Member Contingency Fund

Mr. Farned provided an update on the yearly VCJPA annual report, noting that a total refund of \$42,570 will be deposited into the District's VCJPA Member Contingency Fund. This action ensures the District maintains its financial stability and reserves for future needs.

President Capoccia requested that the Finance Committee agendaize this item for discussion at their next meeting. He suggested that when there is a surplus, a parallel fund be created to achieve a higher rate of return, and when there is a negative drawdown, the existing fund be used. This approach would allow the District to obtain a higher return.

The Board received and filed this report.

10. District Administration

10.1 District Update

Mr. Farned wished the Board a happy holiday season and hoped they had enjoyed the annual breakfast. The Board recognized Trustee Johnson for his service, and Trustee Johnson expressed his gratitude for their kind words.

Mr. Farned reported that the disease season has officially ended, with a significant decrease in the populations of mosquitoes and black flies. He noted that there were 54 positive mosquito pools for West Nile Virus this year, compared to 266 last year. Additionally, he mentioned that Dengue travel cases have increased from 5 to 22 compared to the previous year.

10.2 End of Season – Video Recap

Mr. Farned informed the board that the Communications department, led by Director Anais Medina Diaz, produced an end-of-season recap video featuring district staff and trustees. The board praised the staff for their work in 2024.

11. Committee Reports

None



San Gabriel Valley Mosquito & Vector Control District Board of Trustees Meeting Minutes December 13, 2024

12. Trustee Report

Trustee Barakat requested the inclusion of a closed session item on the January 10th board meeting agenda to discuss a pending litigation case. Trustee Sternquist commended Communications Specialist Pablo Cabrera for his presentation at the City of Temple City Youth Commission. Trustee Doornik requested that the district provide her with an official orientation, as she missed it due to the pandemic.

13. New Business

None

14. Adjournment

The meeting was adjourned at 7:45 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 pesticide usage for December 2024.

Cooler temperatures have decreased mosquito growth and activity, allowing Operations staff to focus on off-season activities and continue inspection and treatment efforts. This opportunity is also used to plan and prepare for the next season.

Chemical Usage:

December 2024

Larvicides/Pupicides			
Method of Action	Target	Amount	Area Treated
Larvicide Oils (Surface Film)			
Suffocation	Mosquitoes	0.07 gal.	620 sq.ft.
Insect Growth Regulators (IGR's)			
Inhibits metamorphosis	Mosquitoes	2.75 lbs.	1637 sq.ft.
Bacterials			
Ingestion, toxicant	Mosquitoes	0.05 gal.	23760 sq.ft.
Ingestion, toxicant	Mosquitoes	15.19 lbs.	57947 sq.ft.
Ingestion, toxicant	Black flies	10.60 gal.	2942 m ³
Biologicals			
Mosquito fish	Mosquitoes	37 ea.	267 sq.ft.

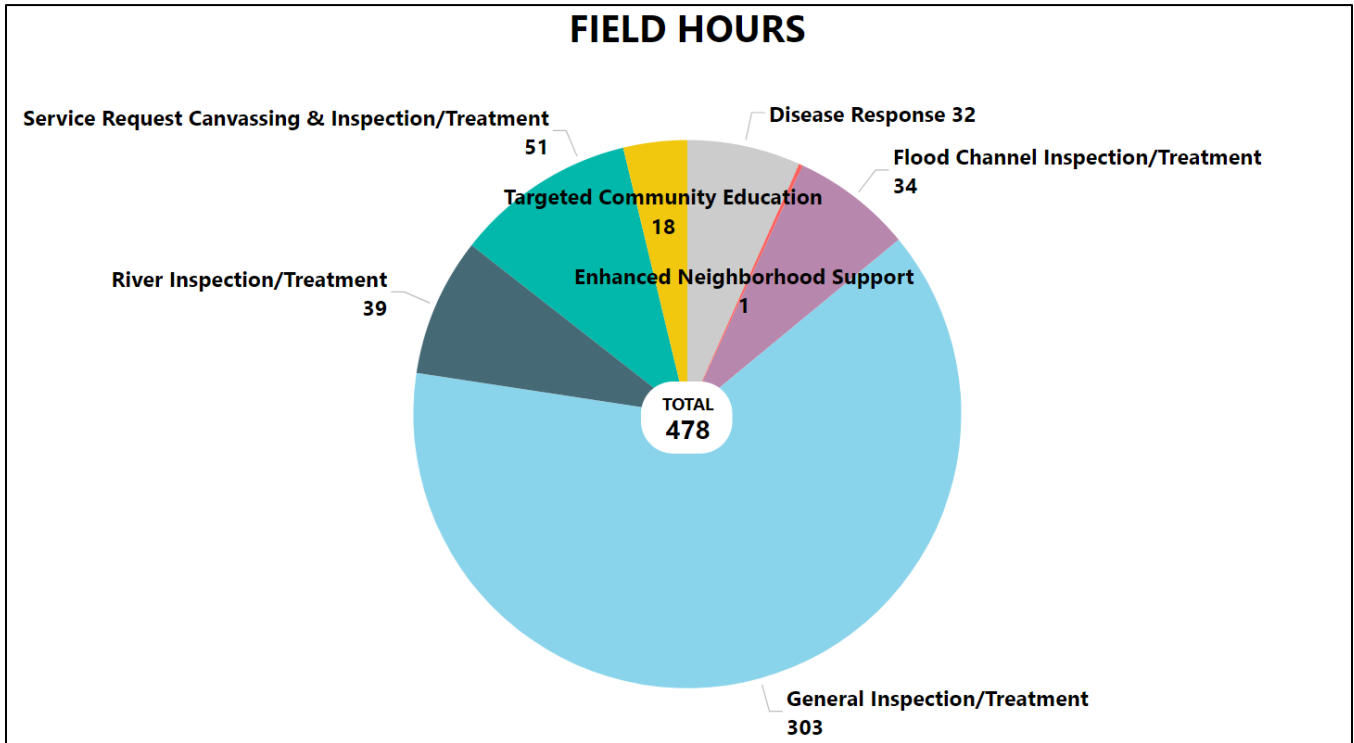


Field Statistics:

1,007 - 2.99 %
2023
SITES VISITED

9 + 80 %
2023
SERVICE REQUESTS

0 - 100 %
2023
CONSULTATIONS





San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 49 - 52 | December 1 – 28

Surveillance Activities

Routine mosquito surveillance concluded in 2024 during disease week 44 while enhanced mosquito surveillance continued through week 50. The following are concluding visual summaries for 2024.

Average Mosquitoes Per Trap

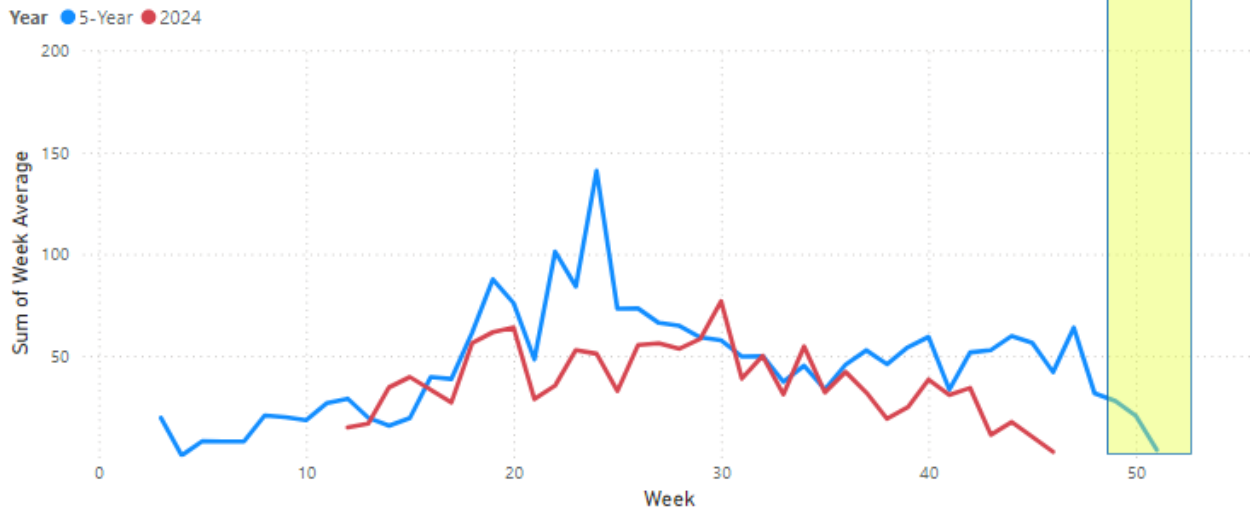


Fig. 1 Average mosquito collections per trap for the current year 2024 (red) compared to a five-year average of mosquito abundance (blue) from 2019 through 2023. Highlighted are weeks 49-52.

Types of Traps Set

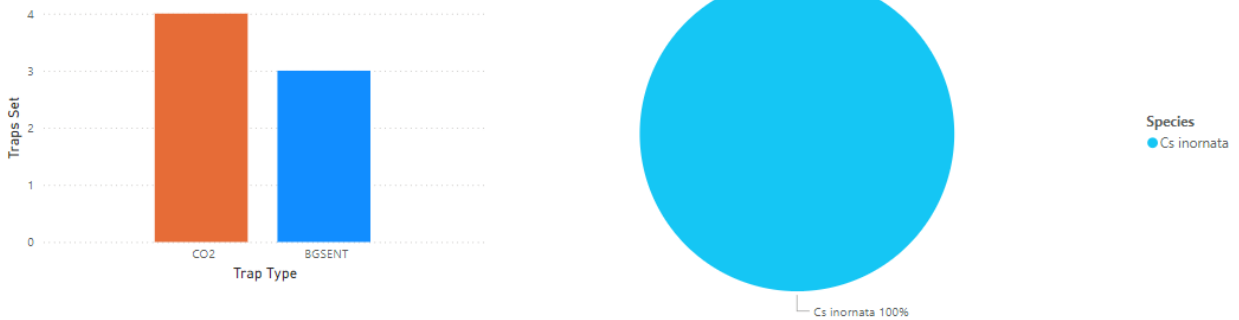


Fig. 2 The bar chart depicts the total number/types of traps set while the pie chart depicts the total percentage of mosquitoes collected for the current reporting period. Species listed on the far right are sorted from high to low as a function of total abundance.



San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 49 - 52 | December 1 – 28

Community/City	Avg Mosq per Trap
Alhambra	32
Altadena	42
Arcadia	63
Azusa	53
Baldwin Park	37
Bradbury	26
Claremont	23
Covina	53
Duarte	30
El Monte	39
Glendora	53
Industry	32
Irwindale	37
La Puente	48
La Verne	24
Monrovia	43
Monterey Park	68
Pasadena	39
Pomona	40
Rosemead	37
San Dimas	31
San Gabriel	45
Sierra Madre	25
South Pasadena	38
Temple City	51
Walnut	35
West Covina	49



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

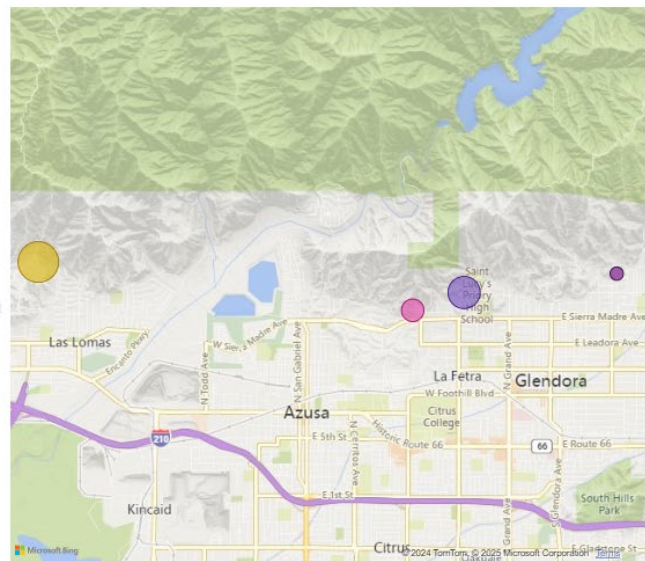
Routine black fly surveillance was conducted during disease week 50. This surveillance was conducted using EVS traps baited with carbon dioxide in the form of dry ice. During this period, black fly abundance was below district action threshold.

Week 50 Black Fly Data

CO2 Traps

Zone	Site Name	Trap Type	Total Black Fly
5	Tall Pine Dr	CO2	110
7	Hook West Flood Channel	CO2	65
7	Hicrest Rd (GL)	CO2	28
7	Glencoe Heights	CO2	7

- Site Name
- Glencoe Heights
 - Hicrest Rd (GL)
 - Hook West Flood Channel
 - Tall Pine Dr





San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 49 - 52 | December 1 – 28

Fig. 4 Black fly trap locations for disease week 50. 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.

Additional Surveillance Activities

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

For disease week 50, one enhanced surveillance activity was activated. This was in response to a travel related dengue case in Covina.

Arbovirus Activity

As of disease week 16, West Valley Mosquito and Vector Control District resumed testing 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* spp. can be tested in lower quantities to aid in identifying local virus transmission details. *Culex* mosquito samples and dead bird samples are tested for West Nile virus (WNV), St. Louis Encephalitis (SLE) and Western Equine Encephalitis (WEE) virus. *Aedes* samples are tested for Dengue (DENV), Chikungunya (CHIKV) and Zika virus (ZIKV), summarized to CDZ, unless otherwise noted.

As of week 28, the first WNV positive mosquito pool was collected within District boundaries.

As of week 33, the first WNV positive dead bird was collected within District boundaries.

No testing occurred during this reporting period. The final totals for the 2024 season are as follows:

In 2024, 936 mosquito pools have been tested with 43 positive detections

- At this time in 2023, 1231 mosquito pools were tested with 266 positive detections

In 2024, 31 bird samples have been tested with 3 positive detections

- At this time in 2023, 43 bird samples were tested with 16 positive detections

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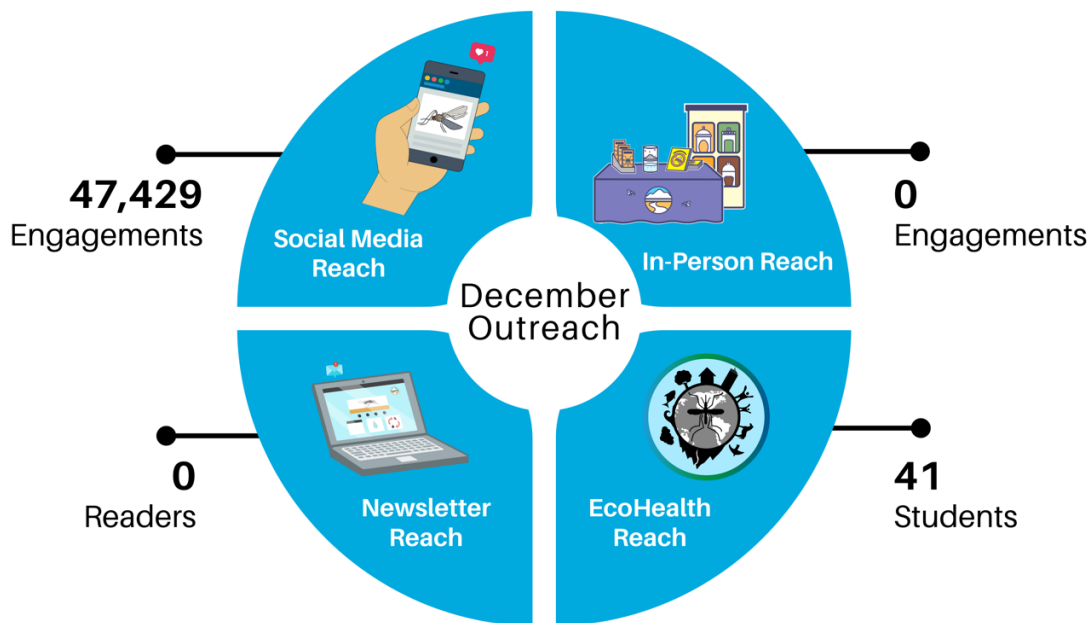


San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 49 - 51 | December 1 – December 21

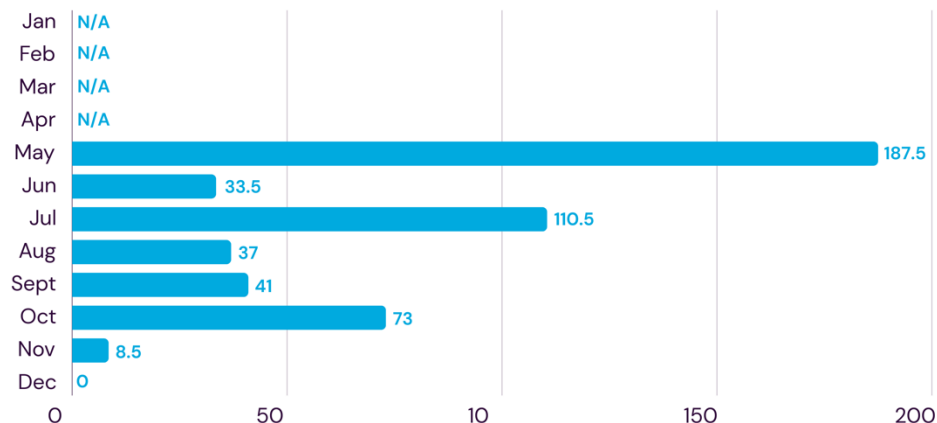
Outreach Summary:

During the month of December, staff reviewed the past season’s goals and objectives to develop the upcoming year’s strategic plan. Additionally, staff met with other departments to discuss needs from the communications department and how staff can fill gaps and resources. Staff began to discuss an outreach and marketing plan for the District’s sterile insect technique program, and also met with vendors to explore mass communication options.

The EcoHealth Vector Education Program concluded its community science program and reviewed any needed adjustments to the curriculum. The education specialist will begin their classroom presentation programs in the Spring. Lastly, staff are working on their presentations for the upcoming state conference.



Communications Field Hours



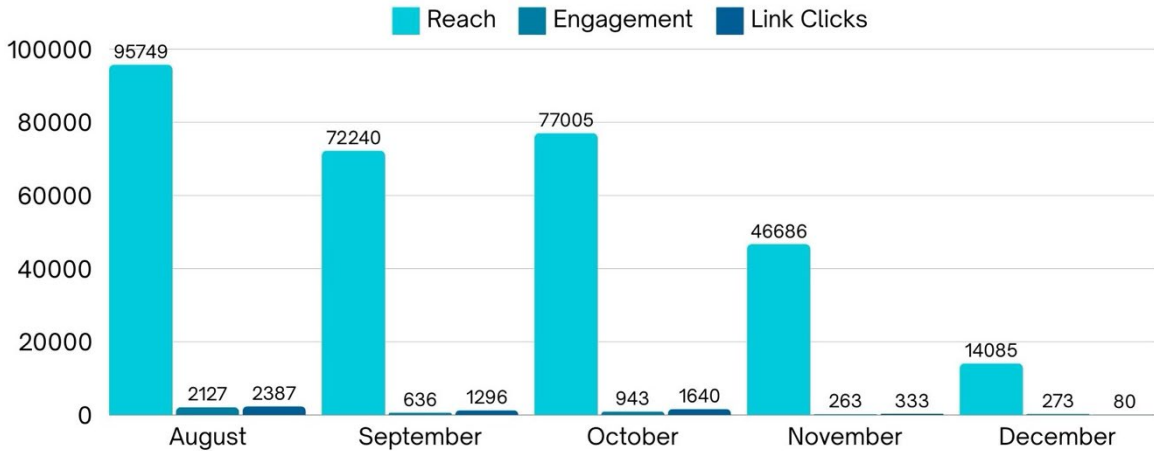
Based on a 1 month reporting period



San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 49 - 51 | December 1 – December 21

Digital Marketing:

1) Key Performance Indicators (KPIs):



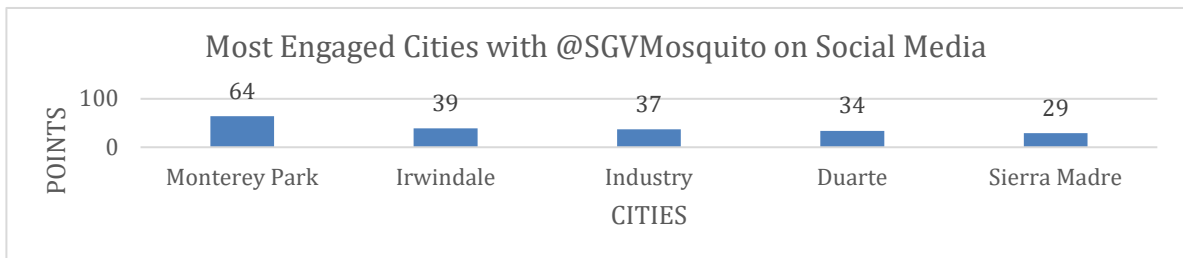
A delay in reported data may be present. Reported numbers reflect full calendar months to accurately track KPIs from all District social media platforms.

2) Digital Response Support

- a) The department continued to share content on repellent ingredients and suggested use due to unseasonably warm temperatures.

3) Social Media

- a) The District continues to highlight district services with content focusing on “Who We Are” to help expand our reach and awareness of what we do.



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

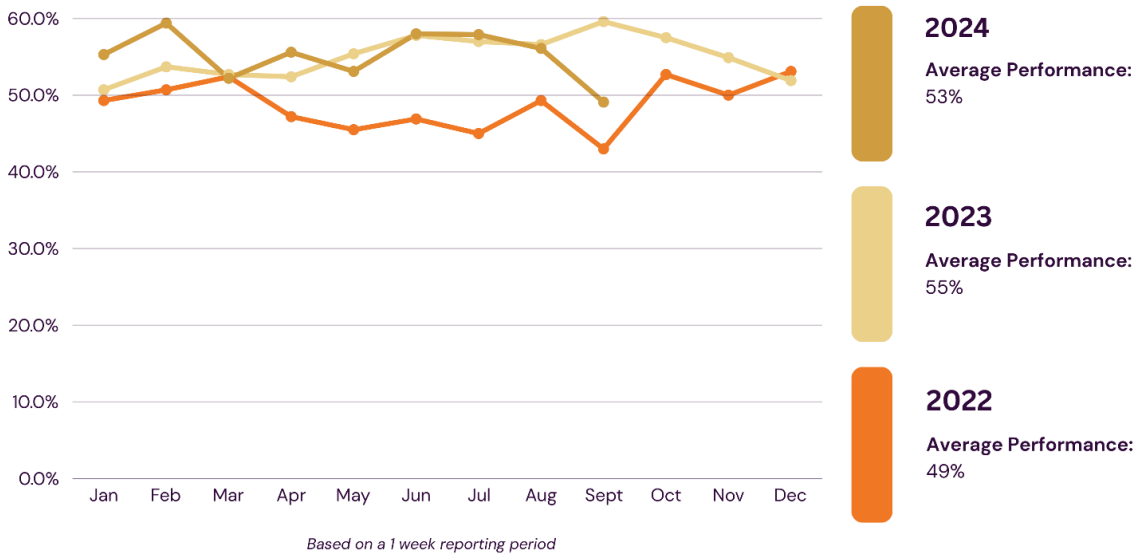


San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 49 - 51 | December 1 – December 21

4) Email Marketing

- a) Mosquito treatment notifications
- b) Disease presence notifications
- c) Bite Back Gift Guide (20.3% open rate)

Short Bites Monthly Performance



5) Content Development

- a) Met with Surveillance and Operations teams to discuss upcoming needs and requests for the season.



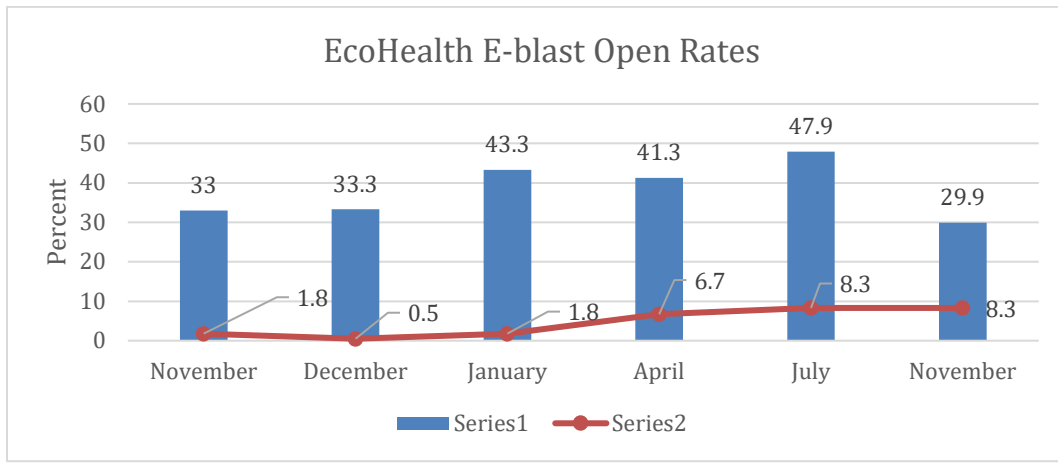
San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 49 - 51 | December 1 – December 21



EcoHealth Vector Education



1. Data in Education



2. EcoHealth Highlights

- a) Strategic planning for 2025 - 2029
- b) Outline of Grab 'n Go" lessons for high school teachers
- c) Preparation of Classroom materials for 2025 programs



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

TREASURER'S REPORT – NOVEMBER 2024

This Treasurer's Report reflects the SGVMVCD'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 Citizens Bank, L.A. County Pool, CA CLASS, and LAIF accounts.

LOCAL AGENCY INVESTMENT FUND (LAIF)										
BEGINNING BALANCE				\$3,436.20						
No transactions this period		\$0.00								
ENDING BALANCE				\$3,436.20						
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">% OF ANNUAL EXPENDITURE:</td> <td style="width: 15%;">0.05%</td> <td style="width: 15%;">YIELD:</td> <td style="width: 15%;">4.47%</td> <td style="width: 15%;">MATURITY DATE: PERPETUAL</td> <td style="width: 20%;">SOURCE: NOV 2024 STATEMENT</td> </tr> </table>					% OF ANNUAL EXPENDITURE:	0.05%	YIELD:	4.47%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT
% OF ANNUAL EXPENDITURE:	0.05%	YIELD:	4.47%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT					

LOS ANGELES COUNTY POOL (PB1)										
BEGINNING BALANCE				\$1,538.82						
Interest Earned		\$209.72								
Red Mstr 2024-25		\$48,240.55								
Red Comm Fnl 2023-24		\$0.84								
ENDING BALANCE				\$49,989.93						
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">% OF ANNUAL EXPENDITURE:</td> <td style="width: 15%;">0.70%</td> <td style="width: 15%;">YIELD:</td> <td style="width: 15%;">3.71%</td> <td style="width: 15%;">MATURITY DATE: PERPETUAL</td> <td style="width: 20%;">SOURCE: ND 24, PERIOD 5</td> </tr> </table>					% OF ANNUAL EXPENDITURE:	0.70%	YIELD:	3.71%	MATURITY DATE: PERPETUAL	SOURCE: ND 24, PERIOD 5
% OF ANNUAL EXPENDITURE:	0.70%	YIELD:	3.71%	MATURITY DATE: PERPETUAL	SOURCE: ND 24, PERIOD 5					

CALIFORNIA CLASS PRIME										
BEGINNING BALANCE				\$2,203,582.59						
Interest Earned		\$6,977.31								
Withdrawl (October Claims)		(\$440,195.79)								
ENDING BALANCE				\$1,770,364.11						
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">% OF ANNUAL EXPENDITURE:</td> <td style="width: 15%;">24.68%</td> <td style="width: 15%;">YIELD:</td> <td style="width: 15%;">4.82%</td> <td style="width: 15%;">MATURITY DATE: PERPETUAL</td> <td style="width: 20%;">SOURCE: NOV 2024 STATEMENT</td> </tr> </table>					% OF ANNUAL EXPENDITURE:	24.68%	YIELD:	4.82%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT
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VCJPA CONTINGENCY FUND										
BEGINNING BALANCE				\$162,017.00						
No transactions this period		\$0.00								
ENDING BALANCE				\$162,017.00						
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">% OF ANNUAL EXPENDITURE:</td> <td style="width: 15%;">2.26%</td> <td style="width: 15%;">YIELD:</td> <td style="width: 15%;">3.13%</td> <td style="width: 15%;">MATURITY DATE: PERPETUAL</td> <td style="width: 20%;">SOURCE: SEPT 2024 STATEMENT*</td> </tr> </table>					% OF ANNUAL EXPENDITURE:	2.26%	YIELD:	3.13%	MATURITY DATE: PERPETUAL	SOURCE: SEPT 2024 STATEMENT*
% OF ANNUAL EXPENDITURE:	2.26%	YIELD:	3.13%	MATURITY DATE: PERPETUAL	SOURCE: SEPT 2024 STATEMENT*					

*Statements provided on quarterly basis only

CITIZENS BANK (REVOLVING AND SWEEP ACCOUNTS)										
BEGINNING BALANCE				\$358,669.32						
Debit Activity		(\$1,376,168.18)								
Deposits		\$1,352,862.89								
Service Charge		(\$129.27)								
Interest Earned		\$26.70								
ENDING BALANCE				\$335,261.46						
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">% OF ANNUAL EXPENDITURE:</td> <td style="width: 15%;">4.67%</td> <td style="width: 15%;">YIELD:</td> <td style="width: 15%;">0.10%</td> <td style="width: 15%;">MATURITY DATE: PERPETUAL</td> <td style="width: 20%;">SOURCE: NOV 2024 STATEMENT</td> </tr> </table>					% OF ANNUAL EXPENDITURE:	4.67%	YIELD:	0.10%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT
% OF ANNUAL EXPENDITURE:	4.67%	YIELD:	0.10%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT					

U.S. BANK TRUST										
BEGINNING BALANCE				\$1,624,433.49						
Taxable Interest		\$433.15								
Taxable Dividends		\$108.70								
Fees and Expenses		(\$125.00)								
Short Term Gains/Losses		\$0.06								
Change in Investment Value		\$291.58								
ENDING BALANCE				\$1,625,141.98						
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">% OF ANNUAL EXPENDITURE:</td> <td style="width: 15%;">22.65%</td> <td style="width: 15%;">YIELD:</td> <td style="width: 15%;">0.10%</td> <td style="width: 15%;">MATURITY DATE: PERPETUAL</td> <td style="width: 20%;">SOURCE: NOV 2024 STATEMENT</td> </tr> </table>					% OF ANNUAL EXPENDITURE:	22.65%	YIELD:	0.10%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT
% OF ANNUAL EXPENDITURE:	22.65%	YIELD:	0.10%	MATURITY DATE: PERPETUAL	SOURCE: NOV 2024 STATEMENT					

ALL FUNDS BEGINNING BALANCE	\$4,353,677.42
ALL FUNDS ENDING BALANCE	\$3,946,210.68

John Capoccia, President

1/2/2025
 Date



San Gabriel Valley Mosquito & Vector Control District District Working Balance | January 2025

SGVMVCD WORKING FUND BALANCE JANUARY 2025

ALL FUNDS ENDING BALANCE (PERIOD ENDING NOVEMBER 2024)	\$3,946,210.68
TOTAL RESERVES	(\$1,960,500.00)
DECEMBER 2024 EXPENDITURES	<u>(\$417,738.57)</u>
JANUARY 1, 2025 WORKING FUND BALANCE	<u><u>\$1,567,972.11</u></u>

Jason Farned

Jason Farned, District Manager

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

REPORT OF STAFF’S ATTENDANCE

AT CONFERENCE/EVENT

Staff Name and Title: Anais Medina Diaz

Name of Conference/Event: MVCAC Fall Planning Meeting

Date: Monday, December 2nd – Tuesday, December 3rd, 2024

Location: San Diego, CA

Significant points learned of benefit to the District and its ratepayers:

The MVCAC Fall Planning Meeting in San Diego was an opportunity to connect with all committees involved in the MVCAC organization to review the past year’s goals and accomplishments and discuss the upcoming year’s needs. As a member for the Public Information Committee, the planning session was an opportunity to discuss the different resources the committee created for the use of all vector control districts and programs across the state. Additionally, I was able to attend the executive committee meeting where they discussed their priorities and challenges from the year before and what items should be moved into the next year.

The biggest take away from this year’s planning meeting and mosquito season was the need to develop a funding mechanism and process for non-emergency situations that still require an immediate response from vector control districts. Additionally, one of the tasks for the public information committee is to create an outreach plan and resources to increase engagement with the medical community and county medical officers in regard to dengue awareness.

Date: 12/23/2024

Signed: Anais Medina Diaz

Print Name: Anais Medina Diaz

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

REPORT OF STAFF’S ATTENDANCE

AT CONFERENCE/EVENT

Staff Name and Title: Jason Farned, District Manager

Name of Conference/Event: MVCAC Planning Meeting

Date: December 2-4, 2024

Location: San Diego, CA

Significant points learned of benefit to the District and its ratepayers:

As a member of the Legislative and Regulatory Committee, I attended the MVCAC Planning Session held from December 2-4, 2024. This hybrid-format event provided valuable opportunities for collaborative discussions on key priorities and future goals.

Key Participation Highlights

- **Legislative and Regulatory Committee Meeting**
This session focused on legislative priorities and regulatory updates for the upcoming year. It provided a platform to strategize ways to address challenges within the mosquito and vector control sector, including advocacy and legislative outreach.

I observed and engaged in discussions from other committees, including:

- **Public Relations:** Strategies for enhancing public awareness and supporting local Districts with a unified message and universal education and outreach material.
- **IVM Committee:** Updates on Integrated Vector Management approaches including strategies to address invasive *Aedes* and *Aedes*-borne disease.
- **Vector and Vector-Borne Diseases:** Key research and surveillance priorities.

The discussions during the **Planning Session** reinforced MVCAC’s commitment to proactive, science-driven approaches in protecting public health. As a committee member, I will contribute to advancing these priorities by supporting legislative strategies and maintaining active involvement in future MVCAC initiatives.

Date: 12/09/2024

Signed: *Jason Farned*

Print Name: Jason Farned

SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

REPORT OF STAFF'S ATTENDANCE

AT CONFERENCE/EVENT

Staff Name and Title: Tristan Hallum, Director of Scientific Programs

Name of Conference/Event: MVCAC Planning Session 2024

Date: December 2nd through 4th, 2024

Location: Holiday Inn San Diego - Bayside

Significant points learned of benefit to the District and its ratepayers:

This event was a meeting of the executive board and committees for the MVCAC to discuss the direction of the organization for 2025. Being the chair of the Training and Certifications committee for the organization, I was asked to report out on the committees work for 2024 and discuss future plans for 2025. This was an excellent opportunity to aim the directions of the organizations towards challenges the District, the southern region of California and the state as a whole to emerging threats. Below, two such directions will be outlined.

In 2023, historic snowmelts created an emerging habitat that over time became a significant hazard for mosquito breeding. This incident, also referred to as the Tulare Lake incident, spurred an emergency declaration by the state to enact needed control in the area. In 2024, the parties involved drafted a preparation document for the rest of California through the organization to better prepare mosquito districts in emergency scenarios and to help identify aid or support in non-emergency declaration scenarios. This last factor is most pertinent to the mission of the District as local dengue transmission has been at the forefront of planning conversations and lacking the push of an emergency declaration, the District would be required to manage these unprecedented scenarios. This drafted document will be of great benefit and use to the District once finalized and ready for distribution.

Additionally, the discussion of abundance thresholds for a variety of vector concerning species in various scenarios has been a topic of action. While the District has set thresholds for such scenarios and is providing that information for further discussion of applicability, the organization is looking to refine these metrics or discuss what values and how to achieve those collections would be most viable. In the southern region of California, these have been discussed and we are looking forward to additional definitive metrics for how many mosquitoes are acceptable in specific scenarios before additional actions are required to be enacted.

The MVCAC Planning meetings are excellent opportunities to meet with department heads and district managers across California and intimately plan for direct actions the following calendar year.

Date: 12/11/24

Signed: 

Print Name: Tristan Hallum

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

Date: January 17, 2025

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

Subject: **Nominations Committee Report**

Exhibit(s): Exhibit 5A

Background

The Nominations Committee convened on December 23, 2024, to confirm a recommendation for the nomination of Secretary/Treasurer for the 2025 calendar year. This committee is tasked annually with ensuring leadership continuity and identifying Trustees who are willing and able to serve in executive roles.

The meeting discussion included:

- Soliciting interest from Trustees in serving as officers.
- Reviewing the qualifications, experience, and expressed interest of recommended candidates.
- Discussing leadership needs and strategic priorities for the District in 2025.
- Formulating recommendations to present to the full Board.

The committee evaluated candidates based on:

- Prior experience serving as a Board officer or committee member.
- Demonstrated commitment to the District's mission and strategic goals.
- Availability and willingness to dedicate time to additional responsibilities.

Trustee Calaycay has submitted a statement of interest which is attached as **EXHIBIT 5A**.

Committee's Recommendation

During the December 23 meeting, the Committee reviewed all individuals who expressed interest and those recommended by others. After careful deliberation, the Committee formally nominated Corey Calaycay for the role of Secretary/Treasurer.

Board Action Options

- Board Action Required: If the Board concurs, following the public discussion by members for this item, the Board may confirm the appointment of Corey Calaycay as Secretary/Treasurer for the 2025 calendar year.
- Alternative Board Action: If after discussion by members for this item, the Board may choose to nominate and confirm an alternate candidate for the role of secretary/treasurer.

Submitted by:

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

Jason Farned
District Manager

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San Gabriel Valley Mosquito & Vector Control District
Secretary/Treasurer Vacancy
STATEMENT OF INTEREST FORM

Name: **Corey Calaycay**
Position: **Secretary/Treasurer**
Term: **January 17th – December 31st, 2025**

Please provide a brief statement expressing your interest in the secretary/treasurer position: