



**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 **August 9, 2024 – 7:00 A.M.**

1. Call to Order

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

2. Opportunity for Public Comment on Non-Agenda Items

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

3. Consent Calendar

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

- 3.1 List of Claims: July 2024 (P.5)
- 3.2 Budget Status Report: July 2024 (P.13)
- 3.3 Minutes of Board of Trustees Meeting: July 2024 (P.17)
- 3.4 Operations Report: July 2024 (P.21)
- 3.5 Surveillance Report: July 2024 (P.23)
- 3.6 Communications Report: July 2024 (P.27)
- 3.7 Treasurer's Report: June 2024 / District Working Balance: August 2024 (P.31)

4. Presentation:

- 4.1 Tristan Hallum, Director of Scientific Programs
 - SIT Updates



5. Consider Amendments to Employment Agreement between the San Gabriel Valley Mosquito and Vector Control District and Employee, Jason Farned (EXHIBIT 5A)

(P.33)

(Board President, John Capoccia) (Approve/Deny)

- **Board Action Required:** If the Board concurs, following the public discussion by members for this item, the appropriate action is to approve Amendments to Employment Agreement between the San Gabriel Valley Mosquito and Vector Control District and Employee, Jason Farned.
- **Alternative Board Action:** If after discussion by members for this item, the Board may choose not to approve Amendments to Employment Agreement between the San Gabriel Valley Mosquito and Vector Control District and Employee, Jason Farned.

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

7.1 Committee Meeting Notification: Public Information Committee

7.2 District Update

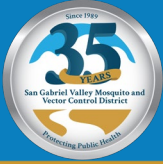
8. Committee Reports

8.1 Benefit Assessment Ad Hoc Committee Meeting – June 26, 2024 (**EXHIBITS 8A, 8B, 8C**) (P.37)

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 | July 2024

CLAIMS LIST JULY 2024

Vendor	Date	Product/Service	Memo/Description	Amount
AJG ACCOUNTING & BOOKKEEPING SERVICES	07/17/2024	6000 Accounting Services	Bookkeeping Services: Invoice 3077 June 2024	1,531.25
				\$ 1,531.25
ADDRESSERS	07/02/2024	6185 Postage	Pool Notifications - Invoice# 118512	1,233.58
				\$ 1,233.58
ADDRESSERS	07/30/2024	6627 Pool Notifications	Pool Notifications - Invoice 118859	839.32
				\$ 839.32
ALL AMERICAN ELECTRIC	07/02/2024	6040 Building Maintenance	Building Maintenance - Invoice# 7228	850.00
				\$ 850.00
AMAZON CAPITAL SERVICES	07/02/2024	6250 Laboratory Supplies	Lab Supplies	27.04
AMAZON CAPITAL SERVICES	07/02/2024	6040 Building Maintenance	Building Maintenance Supplies	168.38
AMAZON CAPITAL SERVICES	07/02/2024	6250 Laboratory Supplies	Lab Supplies	14.20
AMAZON CAPITAL SERVICES	07/02/2024	6270 Office Supplies	Office Supplies	18.67
AMAZON CAPITAL SERVICES	07/02/2024	6280 Supplies, Operations	Operations Supplies	8.74
AMAZON CAPITAL SERVICES	07/02/2024	6076 Event Participation Fees	Event Participation Supplies	137.95
AMAZON CAPITAL SERVICES	07/02/2024	6270 Office Supplies	Office Supplies	35.72
AMAZON CAPITAL SERVICES	07/02/2024	6270 Office Supplies	Office Supplies	56.32
				\$ 467.02
ANISH SARAIYA	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
ANITA LIN	07/02/2024	6188 Media Production	Media production - Invoice# 001	130.00
				\$ 130.00
AMERICAN FIDELITY FLEX	07/17/2024	6510 Cafeteria Benefit	Flex Premiums Invoice 2340366A July 2024	608.28
				\$ 608.28
AMERICAN FIDELITY ASSURANCE	07/17/2024	6510 Cafeteria Benefit	Voluntary Insurance Premiums: Inv D740426 July 2024	3,263.34
				\$ 3,263.34
ATHENS SERVICES	07/02/2024	6630 Facility Maintenance	Refuse Disposal Service - Invoice 17262290 July 2024	306.35
				\$ 306.35
AZUSA LIGHT & WATER	07/02/2024	6343 Meter # 45169724	Water Utility Charges Account # 303-0190.300 (5/20/24-6/13/24)	85.52
AZUSA LIGHT & WATER	07/02/2024	6343 Meter # 45169724	Water Utility Charges Account # 303-0191.300 (5/6/24-6/13/24)	56.00
				\$ 141.52
AZUSA LIGHT AND WATER	07/30/2024	6622 Water Utility Services	Water Utility Services Acct 303-0190.300 (6/13/24-7/13/24)	257.40
AZUSA LIGHT AND WATER	07/30/2024	6622 Water Utility Services	Water Utility Services Acct 303-0191.300 (6/13/24-7/11/24)	57.10
				\$ 314.50
BECKY SHEVLIN	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
CA DEPT OF PUBLIC HEALTH VECTOR-BORNE DISEASE	07/01/2024	6330 Training,CEUs	Recertification fees - Invoice San Gabriel Valley MVCD	5,130.00
				\$ 5,130.00
CALPERS	07/08/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums July 2024	1,730.82
CALPERS	07/08/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums July 2024	3,192.16
CALPERS	07/08/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums July 2024	3,830.84
CALPERS	07/08/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums Admin Fee July 2024	51.73
CALPERS	07/08/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums July 2024	3,214.52
CALPERS	07/08/2024	6517 Retiree Health Insurance	CalPERS Medical Premiums (Retirees) July 2024	628.00
				\$ 12,648.07
CALPERS	07/17/2024	6518 CalPERS Classic UAL	CalPERS Annual Unfunded Accrued Liability Lump Sum - Invoice 100000017591283	132,029.00
				\$ 132,029.00
CALPERS	07/17/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums August 2024	2,596.23
CALPERS	07/17/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums August 2024	3,192.16
CALPERS	07/17/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums August 2024	3,830.84
CALPERS	07/17/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums Admin Fee August 2024	40.88
CALPERS	07/17/2024	6510 Cafeteria Benefit	CalPERS Medical Premiums August 2024	3,214.52
CALPERS	07/17/2024	6517 Retiree Health Insurance	CalPERS Medical Premiums (Retirees) August 2024	628.00
				\$ 13,502.63



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

CARUSO FORD LINCOLN	07/02/2024	8000 Capital Outlay	2024 Ford Maverick (Vehicle Replacement)	33,932.60 \$ 33,932.60
CELL BUSINESS EQUIPMENT	07/02/2024	6073 Equipment Lease	Copier Lease Coverage Invoice# 5030270498 (6/15/24-7/14/24)	1,718.45 \$ 1,718.45
CHARLIE KLINAKIS	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
CYNTHIA STERNQUIST	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
COREY CALAYCAY	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
COUNTY OF LOS ANGELES DEPARTMENT OF AUDITOR-	07/17/2024	6608 Fees and Assessments	Local Agency Formation Commission (LACFO) Charges	1,935.87 \$ 1,935.87
CPP COLLEGE OF PROFESSIONAL & GLOBAL ED	07/30/2024	6641 Education Program Supplies	Education Program - Invoice 21763	360.00 \$ 360.00
CYPRESS HEATING & AIR CONDITIONING	07/02/2024	6040 Building Maintenance	Building Maintenance - Invoice# 41723815	238.00 \$ 238.00
DR. ALLEN WU	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
DENISE MENCHACA	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
EMBASSY CONSULTING SERVICES LLC	07/17/2024	6628 Safety Supplies	Safety Training: Invoice 50331 Workplace Violence/Active Shooter	1,350.00 \$ 1,350.00
ENVIRONMENT CONTROL	07/02/2024	6630 Facility Maintenance	Invoice 16616-411 Janitorial Services July 2024	1,604.00 \$ 1,604.00
FRONTIER	07/30/2024	6610 Internet Services	Internet Services Acct 626-197-1465-020723-5 (7/9/24-8/8/24)	570.47 \$ 570.47
GO TO COMMUNICATIONS, INC	07/17/2024	6614 Phone Services	Phone Services: Invoice INV7103076592 7/11/24-7/31/24	1,108.20 \$ 1,108.20
HENRY AVILES	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
HOME DEPOT	07/17/2024	6630 Facility Maintenance	Facility Maintenance: Invoice 4545606 Home Depot	155.90
HOME DEPOT	07/17/2024	6630 Facility Maintenance	Facility Maintenance: Invoice 6524199 Home Depot	3.84
HOME DEPOT	07/17/2024	6630 Facility Maintenance	Facility Maintenance: Invoice 6524195 Home Depot	183.42
HOME DEPOT	07/17/2024	6629 Equipment Maintenance	Equipment Maintenance: Invoice 7510337 Home Depot	273.31
				\$ 616.47
INTERSTATE BATTERIES	07/30/2024	6632 Vehicle Maintenance	Vehicle Maintenance - Invoice 10196692	172.47 \$ 172.47
INTERSTATE BATTERIES	07/30/2024	6632 Vehicle Maintenance	Vehicle Maintenance - Invoice 110196514	341.64 \$ 341.64
JOHN CAPOCCIA	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
JACKIE DOORNIK	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
JERRY VELASCO	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00 \$ 100.00
K'WEST PRINTING	07/02/2024	6186 Printing	Invoice# 00824503 Printing Services	1,483.73
K'WEST PRINTING	07/02/2024	6186 Printing	Invoice# 00824504 Printing Services	355.88
K'WEST PRINTING	07/02/2024	6186 Printing	Invoice# 00824501 Printing Services	503.70
K'WEST PRINTING	07/02/2024	6186 Printing	Invoice#00824502 Printing Services	678.90
K'WEST PRINTING	07/02/2024	6186 Printing	Invoice# 00824511 Printing Services	328.47
				\$ 3,350.68
KENN K. FUJIOKA	07/02/2024	6517 Retiree Health Insurance	Retiree Medical Premiums July 2024	249.60



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

					\$ 249.60
KENN K. FUJIOKA	07/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium August 2024		249.60
					\$ 249.60
LA COUNTY ASSESSOR	07/17/2024	6627 Pool Notifications	Pool Notifications: Parcel Data		50.00
					\$ 50.00
LAND'S END BUSINESS OUTFITTERS	07/02/2024	6305 Education Program Supplies	Education Program: Invoice SIN12161322		31.75
					\$ 31.75
LANDS END BUSINESS OUTFITTERS	07/17/2024	6305 Education Program Supplies	Education Program: Invoice SIN12183062		160.76
					\$ 160.76
LEWIS BRISBOIS BISGAARD & SMITH LLP	07/02/2024	6130 Professional Services Legal	Legal Contract Services - Invoice# 4097763		4,871.57
					\$ 4,871.57
LIEBERT CASSIDY WHITMORE	07/02/2024	6130 Professional Services Legal	Legal Contract Services - Invoice# 268942		41.50
					\$ 41.50
LIEBERT CASSIDY WHITMORE	07/17/2024	6611 Membership Dues	Membership Dues: Invoice SA235-10000 LCW Employment Relations Consortium (ERC)		4,130.00
					\$ 4,130.00
LIEBERT CASSIDY WHITMORE	07/30/2024	6130 Legal Services	Contract Legal Services - Invoice 271072		949.50
					\$ 949.50
LINCOLN FINANCIAL GROUP	07/02/2024	6510 Cafeteria Benefit	Ref#4717045568 Voluntary Insurance Premiums July 2024		11.90
LINCOLN FINANCIAL GROUP	07/02/2024	6510 Cafeteria Benefit	Ref#4717045568 Voluntary Insurance Premiums July 2024		15.20
LINCOLN FINANCIAL GROUP	07/02/2024	6510 Cafeteria Benefit	Ref#4717045568 Voluntary Insurance Premiums July 2024		527.30
LINCOLN FINANCIAL GROUP	07/02/2024	6510 Cafeteria Benefit	Ref#4717045568 Voluntary Insurance Premiums July 2024		2.20
LINCOLN FINANCIAL GROUP	07/02/2024	6510 Cafeteria Benefit	Ref#4717045568 Voluntary Insurance Premiums July 2024		52.40
LINCOLN FINANCIAL GROUP	07/02/2024	6511 Group Term Life Insurance	Ref#4717045568 Group Term Life Insurance Premiums July 2024		395.92
					\$ 1,004.92
LINCOLN FINANCIAL GROUP	07/30/2024	6510 Cafeteria Benefit	Ref#4727537568 Voluntary Insurance Premiums August 2024		11.90
LINCOLN FINANCIAL GROUP	07/30/2024	6510 Cafeteria Benefit	Ref#4727537568 Voluntary Insurance Premiums August 2024		15.20
LINCOLN FINANCIAL GROUP	07/30/2024	6510 Cafeteria Benefit	Ref#4727537568 Voluntary Insurance Premiums August 2024		527.30
LINCOLN FINANCIAL GROUP	07/30/2024	6510 Cafeteria Benefit	Ref#4727537568 Voluntary Insurance Premiums August 2024		2.20
LINCOLN FINANCIAL GROUP	07/30/2024	6510 Cafeteria Benefit	Ref#4727537568 Voluntary Insurance Premiums August 2024		52.40
LINCOLN FINANCIAL GROUP	07/30/2024	6511 Group Term Life Insurance	Ref#4727537568 Group Term Life Insurance Premiums August 2024		430.08
					\$ 1,039.08
LLOYD JOHNSON	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024		149.50
					\$ 149.50
MARTA TANAKA	07/02/2024	6517 Retiree Health Insurance	Retiree Medical Premiums July 2024		974.47
					\$ 974.47
MARTA TANAKA	07/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium August 2024		974.47
					\$ 974.47
MARY BRISCO	07/02/2024	6517 Retiree Health Insurance	Retiree Medical Premiums July 2024		708.41
					\$ 708.41
MARY BRISCO	07/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium August 2024		708.41
					\$ 708.41
MESHAL KASHIFALGHITA	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024		100.00
					\$ 100.00
MARGARET FINLAY	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024		100.00
					\$ 100.00
MVCAC	07/02/2024	6611 Membership Dues	MVCAC 2024-2025 Corporate Membership Dues		11,500.00
					\$ 11,500.00
MIKE NIFFENEGGER	07/02/2024	6517 Retiree Health Insurance	Retiree Medical Premiums July 2024		974.47
					\$ 974.47
MIKE NIFFENEGGER	07/17/2024	6517 Retiree Health Insurance	Retiree Medical Premium August 2024		974.47
					\$ 974.47
MOSQUITO MATE	07/17/2024	6635 Arbovirus Testing Supplies	Testing Supplies: Invoice 3206 Mass Rearing Reagents		330.00
					\$ 330.00



San Gabriel Valley Mosquito & Vector Control District

List of Claims | July 2024

NATIONWIDE RETIREMENT	07/02/2024	6066 457 Contribution	Employer Deferred Comp Contribution for DM PPE 6/29/24	287.94
				<u>\$ 287.94</u>
NATIONWIDE RETIREMENT	07/17/2024	6512 DM 457 Contribution	Employer Deferred Comp Contribution for DM PPE 7/13/24	299.46
				<u>\$ 299.46</u>
NATIONWIDE RETIREMENT	07/30/2024	6512 DM 457 Contribution	Employer Deferred Comp Contribution for DM PPE 7/27/24	299.46
				<u>\$ 299.46</u>
NEOGOVS	07/02/2024	6604 Computer Software	Invoice #INV-42417 NeoGov.com/Governmentjobs.com Annual Subscription	13,793.59
				<u>\$ 13,793.59</u>
NIGRO & NIGRO	07/30/2024	6651 Contract Services - Auditor	Contract Services Auditor - Invoice 20616	7,000.00
				<u>\$ 7,000.00</u>
NOMIC STUDIOS, INC, (dba Robot Sea Monster Games)	07/02/2024	6305 Education Program Supplies	Education Program Supplies Invoice# 0855 (JOG App)	5,500.00
				<u>\$ 5,500.00</u>
NOMIC STUDIOS, INC	07/02/2024	6305 Education Program Supplies	Education Program Supplies Invoice# 0856 (JOG App)	5,805.00
				<u>\$ 5,805.00</u>
OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST	07/02/2024	6080 Hiring Expenses	Hiring Expenses Invoice#83556487 Concentra	163.00
				<u>\$ 163.00</u>
ODP BUSINESS SOLUTIONS, LLC	07/30/2024	6613 Office Supplies	Office Supplies - Invoice 373147595001	74.16
				<u>\$ 74.16</u>
ODP BUSINESS SOLUTIONS, LLC	07/30/2024	6613 Office Supplies	Office Supplies - Invoice 374389566001	719.42
				<u>\$ 719.42</u>
OPTIMIZED INVESTMENT PARTNERS, LLC	07/17/2024	6190 Other Services	Investment Advisory Services: Invoice 1208 June 2024	870.83
				<u>\$ 870.83</u>
PERS	07/02/2024	6201 Retirement - PEPPA	CalPERS Pepra ER Contribution (7.68%) PPE 6/29/24	1,275.73
PERS	07/02/2024	6201 Retirement - PEPPA	CalPERS Pepra ER Contribution (7.68%) PPE 6/29/24	3,417.79
PERS	07/02/2024	6200 Retirement - CLASSIC	CalPERS Classic ER Contribution (12.47%) PPE 6/29/24	464.88
PERS	07/02/2024	6201 Retirement - PEPPA	CalPERS Pepra ER Contribution (7.68%) PPE 6/29/24	379.33
PERS	07/02/2024	6200 Retirement - CLASSIC	CalPERS Classic ER Contribution (12.47%) PPE 6/29/24	2,108.96
PERS	07/02/2024	6201 Retirement - PEPPA	CalPERS Pepra ER Contribution (7.68%) PPE 6/29/24	1,047.24
PERS	07/02/2024	6201 Retirement - PEPPA	CalPERS Pepra ER Contribution (7.68%) PPE 6/29/24	769.23
PERS	07/02/2024	6200 Retirement - CLASSIC	CalPERS Classic ER Contribution (12.47%) PPE 6/29/24	530.82
				<u>\$ 9,993.98</u>
PERS	07/17/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 7/13/24	554.29
PERS	07/17/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 7/13/24	2,304.48
PERS	07/17/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 7/13/24	485.38
PERS	07/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/13/24	819.80
PERS	07/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/13/24	539.98
PERS	07/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/13/24	3,672.03
PERS	07/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/13/24	1,364.19
PERS	07/17/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/13/24	1,116.09
				<u>\$ 10,856.24</u>
PERS	07/30/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 7/27/24	554.29
PERS	07/30/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 7/27/24	2,304.48
PERS	07/30/2024	6515 CalPERS Classic Normal Cost	CalPERS Classic ER Contribution (12.52%) PPE 7/27/24	485.38
PERS	07/30/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/27/24	819.80
PERS	07/30/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/27/24	675.69
PERS	07/30/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/27/24	3,666.55
PERS	07/30/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/27/24	1,371.82
PERS	07/30/2024	6516 CalPERS Pepra Normal Cost	CalPERS Pepra ER Contribution (7.87%) PPE 7/27/24	1,116.09
				<u>\$ 10,994.10</u>
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Dental Premiums July 2024	135.46
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Dental Premiums July 2024	136.38
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Dental Premiums July 2024	1,421.23
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Dental Premiums July 2024	271.84
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Dental Premiums July 2024	360.92
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Vision Premiums July 2024	17.74
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Vision Premiums July 2024	17.74
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Vision Premiums July 2024	149.34
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Vision Premiums July 2024	53.22
PRINCIPAL DENTAL	07/02/2024	6510 Cafeteria Benefit	Vision Premiums July 2024	44.35
				<u>\$ 2,608.22</u>



San Gabriel Valley Mosquito & Vector Control District

List of Claims | July 2024

PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Dental Premiums August 2024	135.46
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Dental Premiums August 2024	181.84
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Dental Premiums August 2024	1,421.23
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Dental Premiums August 2024	271.84
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Dental Premiums August 2024	360.92
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Vision Premiums August 2024	17.74
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Vision Premiums August 2024	17.74
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Vision Premiums August 2024	149.34
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Vision Premiums August 2024	53.22
PRINCIPAL DENTAL	07/30/2024	6510 Cafeteria Benefit	Vision Premiums August 2024	44.35
				\$ 2,653.68
QUADIENT LEASING USA, INC	07/30/2024	6607 Equipment Leases	Equipment Lease - Invoice Q1425145	249.00
				\$ 249.00
RED WING SHOE STORE	07/17/2024	6334 Boots	Work Boots: Invoice 20240710026095	541.99
				\$ 541.99
RICHARD BARAKAT	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
ROBERT JOE	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
SANDRA ARMENTA	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
SHO TAY	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
SOUTHERN CALIFORNIA EDISON	07/17/2024	6340 Electric Service	Electric Utilities: Service Account 8002465958 6/1/24-7/1/24	4,416.50
				\$ 4,416.50
SO CAL GAS	07/17/2024	6341 Natural Gas	Gas Utility Svcs: Acct 057-518-2100-9 (Meter 10313904) 6/7/24-7/9/24	153.51
				\$ 153.51
SSD ALARM	07/02/2024	6630 Facility Maintenance	Facility Maintenance Invoice R-00530795	3,197.34
				\$ 3,197.34
SYNTECH GROUP INC.	07/02/2024	6046 Professional Services - IT	Contract Services IT- Invoice# SVC-A23420	525.00
SYNTECH GROUP INC.	07/02/2024	6046 Professional Services - IT	Contract Services IT-Invoice# SVC-A23418	700.00
SYNTECH GROUP INC.	07/02/2024	6046 Professional Services - IT	Contract Services IT-Invoice# SVC-A23421	525.00
SYNTECH GROUP INC.	07/02/2024	6046 Professional Services - IT	Contract Services IT-Invoice# SVC-A23419	525.00
				\$ 2,275.00
SYNTECH GROUP INC.	07/30/2024	6653 Contract Services - IT	Contract Services IT - Invoice SVC-A23452	4,165.00
				\$ 4,165.00
TEXAS LIFE	07/02/2024	6510 Cafeteria Benefit	Invoice SM09BT20240613001 Voluntary Insurance Premiums July 2024	127.15
TEXAS LIFE	07/02/2024	6510 Cafeteria Benefit	Invoice SM09BT20240613001 Voluntary Insurance Premiums July 2024	42.25
				\$ 169.40
TEXAS LIFE	07/17/2024	6510 Cafeteria Benefit	Invoice SM09BT20240714001 Voluntary Premiums August 2024	127.15
TEXAS LIFE	07/17/2024	6510 Cafeteria Benefit	Invoice SM09BT20240714001 Voluntary Premiums August 2024	42.25
				\$ 169.40
TIM SANDOVAL	07/17/2024	6601 Board Expenses	Board Expenses: Reimbursement for business related board expenses July 2024	100.00
				\$ 100.00
ULINE	07/02/2024	6076 Event Participation Fees	Event Participation Supplies	308.30
				\$ 308.30
UNITED PET CARE	07/17/2024	6510 Cafeteria Benefit	Pet Insurance Premiums: Invoice 202402571 July 2024	17.50
UNITED PET CARE	07/17/2024	6510 Cafeteria Benefit	Pet Insurance Premiums: Invoice 202402571 July 2024	34.00
UNITED PET CARE	07/17/2024	6510 Cafeteria Benefit	Pet Insurance Premiums: Invoice 202402571 July 2024	17.50
UNITED PET CARE	07/17/2024	6510 Cafeteria Benefit	Pet Insurance Premiums: Invoice 202402571 July 2024	17.50
				\$ 86.50
US BANK	07/17/2024	6037 Website and Email Service	Website and Email Service: Mailchimp	60.00
US BANK	07/17/2024	6037 Website and Email Service	Website and Email Service: Domain Renewal	46.34
US BANK	07/17/2024	6003 Advertising	Advertising: Google ad	85.80
US BANK	07/17/2024	6333 Branded Clothing	Branded Clothing: Columbia	416.91
US BANK	07/17/2024	6188 Media Production	Media Production: Fiverr	8.28
US BANK	07/17/2024	6188 Media Production	Media Production: Fiverr	13.55
US BANK	07/17/2024	6188 Media Production	Media Production: Fiverr	8.28



San Gabriel Valley Mosquito & Vector Control District

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US BANK	07/17/2024	6188 Media Production	Media Production: Fiverr	24.10
US BANK	07/17/2024	6003 Advertising	Advertising: Spotify Ad	57.90
US BANK	07/17/2024	6188 Media Production	Media Production: Envato	33.00
US BANK	07/17/2024	6003 Advertising	Advertising: Spotify Ad	117.79
US BANK	07/17/2024	6003 Advertising	Advertising: Hulu Ad	243.82
US BANK	07/17/2024	6003 Advertising	Advertising: Spotify Ad	127.13
US BANK	07/17/2024	6003 Advertising	Advertising: Spotify Ad	250.00
US BANK	07/17/2024	6003 Advertising	Advertising: Spotify Ad	337.84
US BANK	07/17/2024	6003 Advertising	Advertising: Spotify Ad	500.00
US BANK	07/17/2024	6188 Media Production	Media Production: Fiverr	316.50
US BANK	07/17/2024	6003 Advertising	Advertising: Facebook	85.77
US BANK	07/17/2024	6003 Advertising	Advertising: Facebook	40.93
US BANK	07/17/2024	6037 Website and email service	Website and Email Service: Network Solutions	37.99
US BANK	07/17/2024	6036 Computer Software	Computer Software: Zingle	229.00
US BANK	07/17/2024	6036 Computer Software	Computer Software: Arlo	17.99
US BANK	07/17/2024	6036 Computer Software	Computer Software: Dmarc	10.00
US BANK	07/17/2024	6036 Computer Software	Computer Software: Wasabi	39.40
US BANK	07/17/2024	6232 Seminars and Meetings	2024 CalPERS Educational Forum Registration	549.00
US BANK	07/17/2024	6232 Seminars and Meetings	2024 CalPERS Educational Forum Lodging - Town and Country Hotel	284.26
US BANK	07/17/2024	6080 Hiring Expenses	Hiring Expenses: backgroundchecks.com	112.15
US BANK	07/17/2024	6036 Computer Software	Computer Software: Quickbooks Training	39.95
US BANK	07/17/2024	6036 Computer Software	Computer Software: Creative Cloud/Adobe Pro Annual Licenses	6,406.32
US BANK	07/17/2024	6611 Membership Dues	Membership Dues: CalChamber HR California	898.00
US BANK	07/17/2024	6604 Computer Software	Computer Software: Intuit Quickbooks Subscription	970.00
US BANK	07/17/2024	6333 Branded Clothing	Branded Clothing: LaundryUp Order 7834	45.00
US BANK	07/17/2024	6333 Branded Clothing	Branded Clothing: LaundryUp Order 7776	45.00
US BANK	07/17/2024	6333 Branded Clothing	Branded Clothing: LaundryUp Order 7681	45.00
US BANK	07/17/2024	6333 Branded Clothing	Branded Clothing: LaundryUp Order 7592	45.00
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: AirGas	883.79
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: AirGas	176.47
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: Onset Computer Corp	523.61
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: AirGas	176.47
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: Home Depot	50.43
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: AirGas	176.47
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: Ahemstat	61.46
US BANK	07/17/2024	6250 Laboratory Supplies	Lab Supplies: AirGas	176.30
US BANK	07/17/2024	6030 Board Expenses	Board Meeting: Smart and Final	11.56
US BANK	07/17/2024	6030 Board Expenses	Board Meeting: Smart and Final	60.66
US BANK	07/17/2024	6030 Board Expenses	Board Meeting: Yum Yum Donus	19.99
US BANK	07/17/2024	6010 Awards	All-Hands Meeting: Portos	55.88
US BANK	07/17/2024	6260 Vehicle Maintenance	Vehicle Maintenance: Performance Ford	3,634.28
US BANK	07/17/2024	6260 Vehicle Maintenance	Vehicle Maintenance: Parts Geek LLC	62.11
US BANK	07/17/2024	6260 Vehicle Maintenance	Vehicle Maintenance: Parts Geek LLC	290.94
US BANK	07/17/2024	6260 Vehicle Maintenance	Vehicle Maintenance: Parts Geek LLC	63.13
US BANK	07/17/2024	6040 Building Maintenance	Building Maintenance: Titan Automation	391.75
				\$ 19,363.30
VCJPA	07/17/2024	6664 Insurance VCJPA Workers' Comp	Insurance VCJPA Workers' Comp	133,303.00
VCJPA	07/17/2024	6662 Insurance VCJPA Liability Program	Insurance VCJPA Liability Program	121,198.00
VCJPA	07/17/2024	6660 Insurance VCJPA Automobile	Insurance VCJPA Automobile	6,431.00
VCJPA	07/17/2024	6663 Insurance VCJPA Property	Insurance VCJPA Property	12,505.00
VCJPA	07/17/2024	6661 Insurance VCJPA General Fund	Insurance VCJPA General Fund	3,891.00
VCJPA	07/17/2024	6662 Insurance VCJPA Liability Program	Insurance VCJPA Alliant Crime Program	1,079.00
VCJPA	07/17/2024	6662 Insurance VCJPA Liability Program	Insurance VCJPA Alliant Deadly Weapons Response Program	432.00
				\$ 278,839.00
VERIZON WIRELESS	07/02/2024	6312 Monthly District Field Phones	Invoice#9966264228 Field Communications 5/11/24- 6/10/24	1,975.10
VERIZON WIRELESS	07/02/2024	6312 Monthly District Field Phones	Invoice# 9966264229 Field communications 5/11/24- 6/10/24	800.28
				\$ 2,775.38
VERIZON WIRELESS	07/30/2024	6609 Field Communications	Invoice 9968697370 Field Communications 6/11/24-7-10-24	812.28
VERIZON WIRELESS	07/30/2024	6609 Field Communications	Invoice 9968697369 Field Communications 6/11/24-7/10/24	2,064.72
				\$ 2,877.00
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880535958 -Uniforms	114.94
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880571565- Uniforms	128.44
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880571565-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880565616 - Uniforms	114.94
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880601787- Uniforms	172.34
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880601787-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880577551- Uniforms	114.94
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880577551-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880559658- Uniforms	114.94
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880559658-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880541933 -Uniforms	114.94



San Gabriel Valley Mosquito & Vector Control District

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VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880595425- Uniforms	157.59
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880595425-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880583480- Uniforms	794.96
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880583480-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice#5880547840 -Uniforms	114.94
VESTIS	07/02/2024	6040 Mats, Towels	Invoice#5880547840-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880553774- Uniforms	114.94
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880589464- Uniforms	195.26
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880589464-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880607675-Uniforms	598.93
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880607675-Mats, Towels, Lockers, etc.	16.20
VESTIS	07/02/2024	6332 Uniforms	Invoice# 5880613727-Uniforms	391.92
VESTIS	07/02/2024	6040 Mats, Towels	Invoice# 5880613727-Mats, Towels, Lockers, etc.	16.20
				\$ 3,406.02
VESTIS	07/17/2024	6332 Uniforms	Uniforms: Invoice 5880643675	319.17
VESTIS	07/17/2024	6332 Uniforms	Uniforms: Invoice 5880637737	211.17
VESTIS	07/17/2024	6332 Uniforms	Uniforms: Invoice 5880643675	213.16
VESTIS	07/17/2024	6332 Uniforms	Uniforms: Invoice 5880643675	198.90
VESTIS	07/17/2024	6332 Uniforms	Uniforms: Invoice 5880643675	550.75
VESTIS	07/17/2024	6332 Uniforms	Uniforms: Invoice 5880643675	20.00
				\$ 1,513.15
WEST VALLEY MVCD	07/17/2024	6251 Arbovirus Testing Supplies	Testing Supplies: Invoice 2930 Lab Testing and Analysis June 2024	1,620.00
				\$ 1,620.00
WEX/CHEVRON	07/17/2024	6262 Gasoline	Gas: Invoice 98252086 6/7/24-7/6/24	5,114.67
				\$ 5,114.67
			Total Accounts Payable for July 2024	\$ 655,325.73
			Total Payroll for July 2024 (attached)	\$ 267,989.30
			Total Claims for July 2024	\$ 923,315.03



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Payroll July 2024

Department	July 5, 2024	July 18, 2024	Total
100-EXECUTIVE	\$ 10,182.38	\$ 10,416.80	\$ 20,599.18
200-ADMINISTRATION	\$ 9,180.23	\$ 11,388.42	\$ 20,568.65
300-OPERATIONS	\$ 55,442.65	\$ 59,562.03	\$ 115,004.68
400-SURVEILLANCE	\$ 16,655.66	\$ 17,484.20	\$ 34,139.86
500-COMMUNICATIONS	\$ 17,582.62	\$ 18,224.40	\$ 35,807.02
300-1 EXTRA HELP (SEASONAL)	\$ 12,676.30	\$ 12,841.08	\$ 25,517.38
GROSS PAYROLL	\$ 121,719.84	\$ 129,916.93	\$ 251,636.77
EMPLOYER TAXES	\$ 2,481.11	\$ 2,694.57	\$ 5,175.68
CAR ALLOWANCE (DM)	\$ 500.00	\$ -	\$ 500.00
EMPLOYEE BENEFITS-MED	\$ 5,674.03	\$ 5,002.82	\$ 10,676.85
TOTAL PAYROLL	\$ 130,374.98	\$ 137,614.32	\$ 267,989.30



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BUDGET STATUS REPORT

PERIOD ENDING 7/31/2024
Current Period 9% of Fiscal Year Completed

	CURRENT PERIOD	YEAR TO DATE	ADOPTED BUDGET	REMAINING BUDGET	PERCENTAGE OF BUDGET UTILIZED
SALARIES AND BENEFITS					
6500 Salaries - Exempt	60,104.46	60,104.46	890,532.03	830,427.57	7%
6501 Salaries - Non-Exempt	134,069.69	134,069.69	1,969,912.44	1,835,842.75	7%
6502 Salaries - Overtime	0.00	0.00	39,500.00	39,500.00	0%
6503 Salaries - Vacation	4,642.60	4,642.60	102,585.60	97,943.00	5%
6504 Salaries - Holiday	20,823.30	20,823.30	128,021.04	107,197.74	16%
6505 Salaries - Sick Pay	7,117.91	7,117.91	95,654.35	88,536.44	7%
6506 Salaries - Extra Help	24,878.81	24,878.81	304,004.45	279,125.64	8%
6507 Payroll Taxes - Medicare	3,790.91	3,790.91	50,168.28	46,377.37	8%
6508 Payroll Taxes - Social Security	892.70	892.70	10,945.86	10,053.16	8%
6509 Payroll Taxes - Unemployment Insurance	385.16	385.16	20,000.00	19,614.84	2%
6510 Cafeteria Benefit	46,348.37	46,348.37	552,600.00	506,251.63	8%
6511 Group Term Life Insurance	826.00	826.00	6,000.00	5,174.00	14%
6512 DM 457 Contribution	598.92	598.92	8,175.08	7,576.16	7%
6513 DM Car Allowance	500.00	500.00	6,000.00	5,500.00	8%
6514 Tuition Reimbursement	0.00	0.00	8,000.00	8,000.00	0%
6515 CalPERS Classic Normal Cost	6,688.30	6,688.30	87,945.99	81,257.69	8%
6516 CalPERS PEPRA Normal Cost	15,162.04	15,162.04	188,978.08	173,816.04	8%
6517 Retiree Health Insurance	7,069.90	7,069.90	55,000.00	47,930.10	13%
6518 CalPERS Classic Unfunded Liability	132,029.00	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 PEPRA - 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	465,928.07	465,928.07	5,163,827.20	4,697,899.13	9%
ORGANIZATIONAL EXPENDITURES					
6600 Bank Charges	1,223.30	1,223.30	22,000.00	20,776.70	6%
6601 Board Expenses	2,049.50	2,049.50	38,400.00	36,350.50	5%
6602 Branded Apparel	0.00	0.00	4,000.00	4,000.00	0%
6603 Computer Hardware	0.00	0.00	28,000.00	28,000.00	0%
6604 Computer Software	21,169.91	21,169.91	91,000.00	69,830.09	23%
6605 Emergency Response	0.00	0.00	100,000.00	100,000.00	0%
6606 Employee Recognition & Engagement	0.00	0.00	6,000.00	6,000.00	0%
6607 Equipment Leases	249.00	249.00	23,000.00	22,751.00	1%
6608 Fees and Assessments	1,935.87	1,935.87	105,000.00	103,064.13	2%
6609 Field Communications	2,877.00	2,877.00	50,000.00	47,123.00	6%
6610 Internet Services	570.47	570.47	20,000.00	19,429.53	3%
6611 Membership Dues	16,528.00	16,528.00	40,000.00	23,472.00	41%
6612 Miscellaneous Expenses	0.00	0.00	3,000.00	3,000.00	0%
6613 Office Supplies	793.88	793.88	8,700.00	7,906.12	9%
6614 Phone Services	1,108.20	1,108.20	25,000.00	23,891.80	4%
6615 Postage	0.00	0.00	1,500.00	1,500.00	0%
6616 Printing and Reproduction	0.00	0.00	11,000.00	11,000.00	0%
6617 Professional Development	0.00	0.00	3,000.00	3,000.00	0%
6618 Recruitments	0.00	0.00	6,500.00	6,500.00	0%



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

	CURRENT PERIOD	YEAR TO DATE	ADOPTED BUDGET	REMAINING BUDGET	PERCENTAGE OF BUDGET UTILIZED
6619 Travel, Meetings, and Conferences	0.00	0.00	51,000.00	51,000.00	0%
6620 Electric Utility Services	0.00	0.00	36,500.00	36,500.00	0%
6621 Gas Utility Services	0.00	0.00	4,300.00	4,300.00	0%
6622 Water Utility Services	314.50	314.50	2,600.00	2,285.50	12%
6623 Aerial Operations	0.00	0.00	29,000.00	29,000.00	0%
6624 Gasoline	0.00	0.00	68,000.00	68,000.00	0%
6625 Operations Supplies	0.00	0.00	8,000.00	8,000.00	0%
6626 Pesticides	0.00	0.00	120,000.00	120,000.00	0%
6627 Pool Notifications	889.32	889.32	8,000.00	7,110.68	11%
6628 Safety Supplies	1,350.00	1,350.00	5,000.00	3,650.00	27%
6629 Equipment Maintenance	273.31	273.31	3,000.00	2,726.69	9%
6630 Facility Maintenance	5,450.85	5,450.85	88,152.80	82,701.95	6%
6631 Grounds Maintenance	0.00	0.00	2,000.00	2,000.00	0%
6632 Vehicle Maintenance	514.11	514.11	50,000.00	49,485.89	1%
6633 Work Boots	-72.64	-72.64	5,500.00	5,572.64	-1%
6634 Uniforms	0.00	0.00	12,500.00	12,500.00	0%
6635 Testing Supplies	330.00	330.00	20,000.00	19,670.00	2%
6636 Fish Supplies	0.00	0.00	2,500.00	2,500.00	0%
6637 State Certification	0.00	0.00	6,000.00	6,000.00	0%
6638 Surveillance Supplies	0.00	0.00	15,000.00	15,000.00	0%
6639 Advertising	0.00	0.00	20,000.00	20,000.00	0%
6640 Communications Supplies	0.00	0.00	8,000.00	8,000.00	0%
6641 Education Program Supplies	6,165.00	6,165.00	10,000.00	3,835.00	62%
6642 Event Participation Fees	0.00	0.00	1,000.00	1,000.00	0%
6643 Media Production	0.00	0.00	1,800.00	1,800.00	0%
6644 Website and Email Services	0.00	0.00	8,500.00	8,500.00	0%
6650 Contract Services - Assessment Administration	0.00	0.00	20,000.00	20,000.00	0%
6651 Contract Services - Auditor	0.00	0.00	19,000.00	19,000.00	0%
6652 Contract Services - Bookkeeping	0.00	0.00	16,000.00	16,000.00	0%
6653 Contract Services - Information Technology	4,165.00	4,165.00	60,000.00	55,835.00	7%
6654 Contract Services - Investment Advisory	0.00	0.00	10,000.00	10,000.00	0%
6655 Contract Services - Legal	0.00	0.00	32,000.00	32,000.00	0%
6656 Contract Services - Other	0.00	0.00	5,000.00	5,000.00	0%
6660 Insurance - VCJPA Automobile	6,431.00	6,431.00	4,000.00	-2,431.00	161%
6661 Insurance - VCJPA General Fund	3,891.00	3,891.00	5,000.00	1,109.00	78%
6662 Insurance - VCJPA Liability	122,709.00	122,709.00	145,000.00	22,291.00	85%
6663 Insurance - VCJPA Property	12,505.00	12,505.00	21,000.00	8,495.00	60%
6664 Insurance - VCJPA Workers' Compensation	133,303.00	133,303.00	145,000.00	11,697.00	92%
6665 Insurance - Other Insurance		0.00	5,500.00	5,500.00	0%
Total ORGANIZATIONAL EXPENDITURES	346,723.58	346,723.58	1,659,952.80	1,313,229.22	21%
CAPITAL OUTLAY					
8000 Capital Outlay - General	33,932.00	33,932.00	350,000.00	316,068.00	10%
Total CAPITAL OUTLAY	33,932.00	33,932.00	350,000.00	316,068.00	10%
Total EXPENDITURES	846,583.65	846,583.65	7,173,780.00	6,327,196.35	12%



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	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
 July 12, 2024

TRUSTEES PRESENT

Sho Tay (Arcadia)
 Robert Gonzales (Azusa)
 Richard Barakat (Bradbury)
 Corey Calaycay (Claremont)
 Jerry Velasco (El Monte)
 Jackie Doornik (Glendora)
 Cory Moss (Industry)
 Anish Saraiya (L.A. County)
 Charlie Klinakis (La Puente)
 Meshal Kashifalghita (La Verne)
 Becky Shevlin (Monrovia)
 Rachel Janbek (Pasadena)
 Tim Sandoval (Pomona)
 Sandra Armenta (Rosemead)
 Denise Menchaca (San Gabriel)
 John Capoccia (Sierra Madre)
 Robert Joe (South Pasadena)
 Cynthia Sternquist (Temple City)
 Allen Wu (Walnut)
 Lloyd Johnson (West Covina)

TRUSTEES ABSEN

Henry Aviles (Alhambra)
 Emmanuel Estrada (Baldwin Park)
 Patricia Cortez (Covina)
 Margaret Finlay (Duarte)
 Manuel Garcia (Irwindale)
 Joseph Leon (Monterey Park)
 Ryan Vienna (San Dimas)

STAFF PRESENT

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

GUESTS PRESENT

District Counsel, Kelly Alhadeff-Black

1. Call to Order

Board President Capoccia called the meeting to order at 7:01 a.m. Trustee Calaycay 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 Sandoval, seconded by Trustee Shevlin and carried by the following vote to approve Items 3.1- 3.8 of the Consent Calendar.

AYES: Tay, Gonzales, Barakat, Calaycay, Velasco, Doornik, Moss, Saraiya, Klinakis, Kashifalghita, Shevlin, Janbek, Sandoval, Armenta, Menchaca, Capoccia, Joe, Sternquist, Wu, Johnson

NOES: None

ABSTAIN: None

ABSENT: Aviles, Estrada, Cortez, Finlay, Garcia, Leon, Vienna



4. Presentation

4.1 Truck Mounted Treatments

District Manager, Jason Farned, presented on how the district operates truck mounted treatments, emphasizing the process and impact. He discussed a press release where the District detailed performing two treatments in select areas of Monterey Park and Bassett. These treatments involve aerial-wide pesticide applications conducted by a team operating a truck-mounted Ultra Low Volume spray unit. The goal is to target flying adult mosquitoes potentially carrying the West Nile Virus. This method effectively reduces the mosquito population and can disrupt active disease transmission. These treatments are initiated reactively based on specific triggers.

Mr. Farned highlighted that these treatments are driven by data, aiming to inform residents and stakeholders about the process. He provided an overview to the Trustees, outlining the triggers for initiating truck-mounted treatments, which include adult mosquito abundance and the presence of West Nile Virus. He also discussed mandatory response criteria, historical trap data, and the notification process involved.

Trustee Armenta asked if they could include multiple languages on the notification signs. Mr. Farned responded that most languages are accessible through the QR code on the sign.

Trustee Barakat suggested that the sign indicate the availability of more languages if one scans the QR code. Mr. Farned agreed to include that information.

Trustee Shevlin inquired about the recent truck applications. Mr. Farned mentioned they conducted a few last year in the City of Covina near areas with West Nile virus clusters that were virus-driven.

Trustee Sandoval sought clarification on the trigger for the response in Monterey Park. Mr. Farned clarified that it was due to an increase in the mosquito population.

5. Closed Session

- A. Pursuant to Government Code Section 54957(b)
 Public Employee Performance Evaluation
 Title of position: District Manager

Members of the Board of Trustees, District Counsel, Director of Administrative Services, and Clerk of the Board entered closed session. The Board recessed at 7:32 a.m. and reconvened at 7:57 a.m. At the conclusion of the closed session, President Capoccia requested District Counsel Black report out any required public disclosure action. District Counsel Black indicated that the direction is to provide a second amendment to the district manager contract at the next board meeting on August 9, 2024.



6. District Administration

6.1 District Update

Mr. Farned mentioned that he attended the CSDA Annual Leadership Summit on June 24 and 25. He noted that the sunshine report is included in the agenda packet and spoke positively about the conference.

He also mentioned that the CDC issued a health advisory regarding an increased risk of dengue virus in the United States. He noted that Puerto Rico declared a state of emergency with over 1,500 cases reported, and 745 travel related cases have been reported in the U.S. since January.

Additionally, he mentioned that the black fly population in the foothills has been higher than normal, and staff have been actively working to mitigate the problem. He announced that the Sante Fe Dam has been releasing water full time, which reduces the effectiveness of treatment and creates challenges.

Lastly, he shared the PSAs were recorded a month ago and acknowledged Trustees Klinakis and Joe for having the most views and Trustee Shevlin for receiving the most likes.

7. Committee Reports

7.1 Solar Project Ad Hoc Committee Meeting – June 14, 2024

Mr. Farned shared the conclusions of the Solar Project ad hoc committee with the board. He provided an update on the next steps, and the committee directed staff to proceed with Centrica Business Solutions.

8. Trustee Reports

None

9. New Business

None

10. Adjournment

The meeting was adjourned at 8:15 a.m.

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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 June 2024. It does not include pesticide usage for July because the reporting period concluded before the end of the month. July's pesticide usage will be included in next month's report.

The District continued investigating the unmaintained swimming pools identified by aerial surveillance. A second notice requesting remediation by July 12 was sent to 720 properties. As of July 27, 33% have responded by email, text, and in-person inspections. Approximately 446 were sent a final notice with a remediation deadline of July 25.

The surveillance team has detected West Nile virus activity in mosquitoes in several locations throughout the district. The Operations department has responded to each case with enhanced investigation and control measures.

The District continues to work with state, county, and local health departments to monitor for Dengue virus. The Operations Department responds to known cases by conducting Enhanced Neighborhood Support which includes door to door property inspections and delivery of educational material. While this is conducted in response to a variety of triggers such as high trap counts and disease response, the effort is twofold. First, to identify and eliminate residential sources of mosquito habitat and second to alert residents to the potential threat of Dengue virus and teach them how to protect themselves.

Chemical Usage:

June 2024

Larvicides/Pupicides			
Method of Action	Target	Amount	Area Treated
Larvicide Oils (Surface Film)			
Suffocation	Mosquitoes	1.45 gal.	13349 sq.ft.
Insect Growth Regulators (IGR's)			
Inhibits metamorphosis	Mosquitoes	38.99 lbs.	65233 sq.ft.



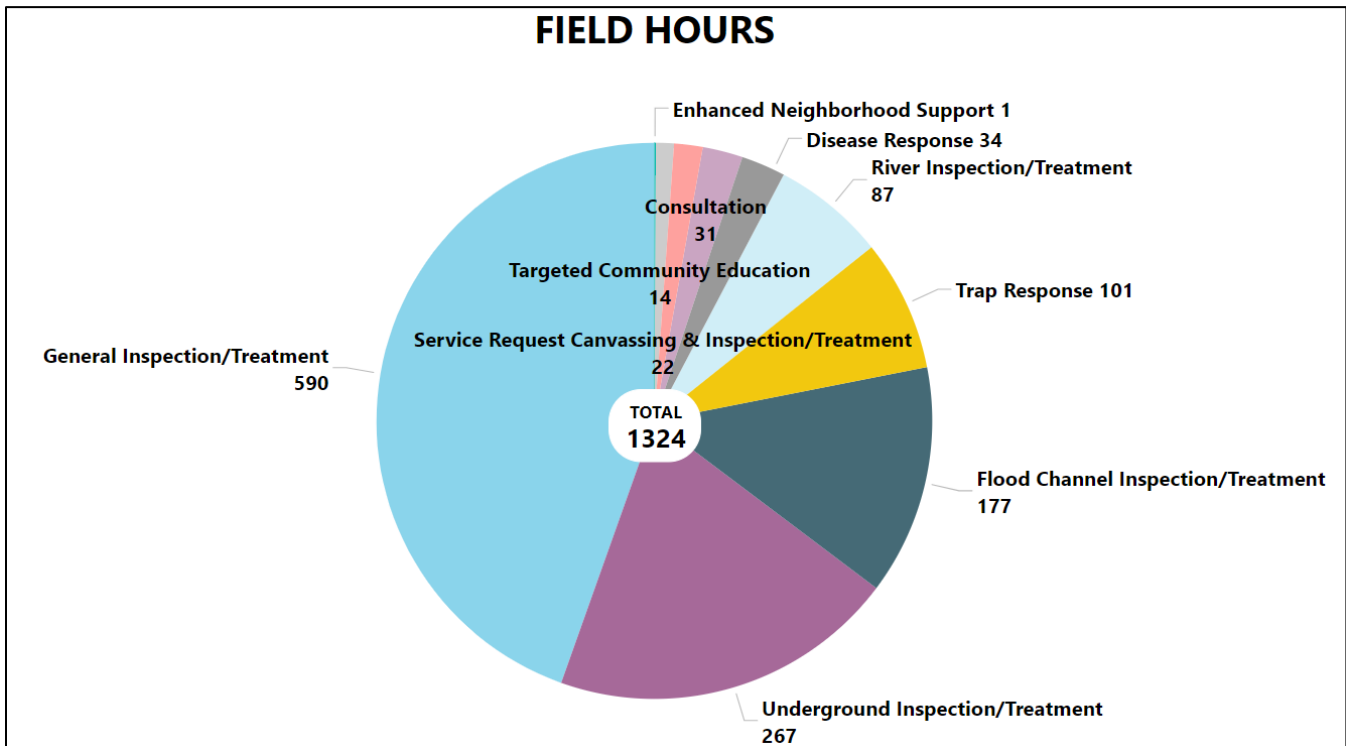
Bacterials				
Ingestion, toxicant	Mosquitoes	1.75	gal.	891792 sq.ft.
Ingestion, toxicant	Mosquitoes	81.47	lbs.	1828824 sq.ft.
Ingestion, toxicant	Black flies	25.19	gal.	6992 m ³
Biologicals				
Mosquito fish	Mosquitoes	376	ea.	2623 sq.ft.

Field Statistics:

1,243 - 20.78 %
2023
SITES VISITED

70 - 39.13 %
2023
SERVICE REQUESTS

16 - 48.39 %
2023
CONSULTATIONS





San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 27 - 30 | June 30 – July 27

Surveillance Activities

Routine mosquito surveillance continued through disease weeks 27-30 using Gravid, BG Sentinel 2 and Encephalitis Vector Surveillance (EVS) trap types. An average of 58 traps were deployed each week while total abundance ranged from 2949-4548 mosquitoes per week. The average number of mosquitos caught per trap ranged from 53.6-78.4 during this time frame.

Average Mosquitoes Per Trap

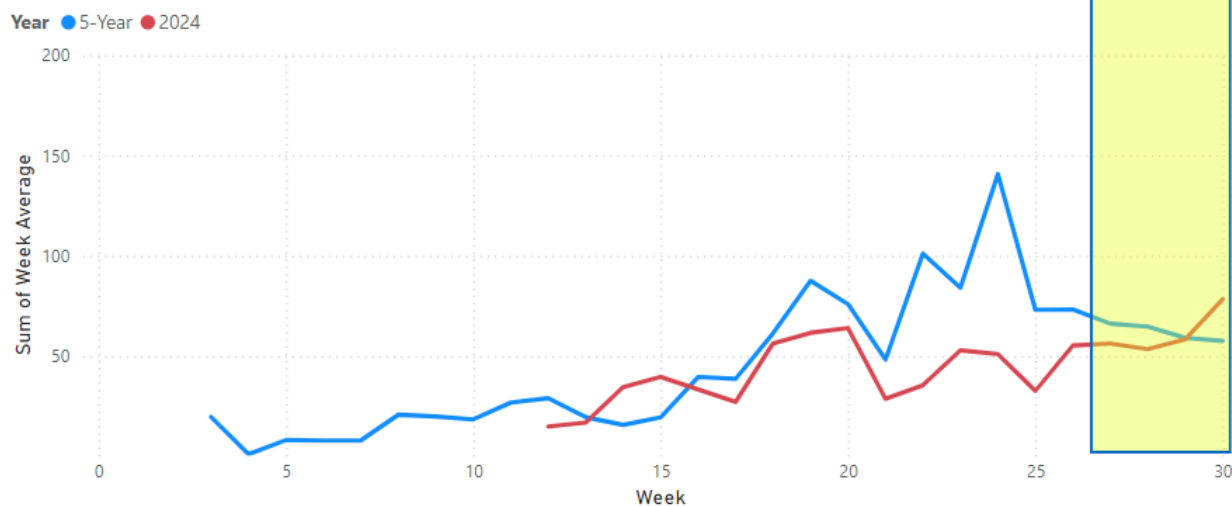


Fig. 1 Average mosquito collections per trap for the current year 2024 (red) compared to a five-year average of mosquito abundance (blue) from 2019 through 2023. Highlighted are weeks 27-30.

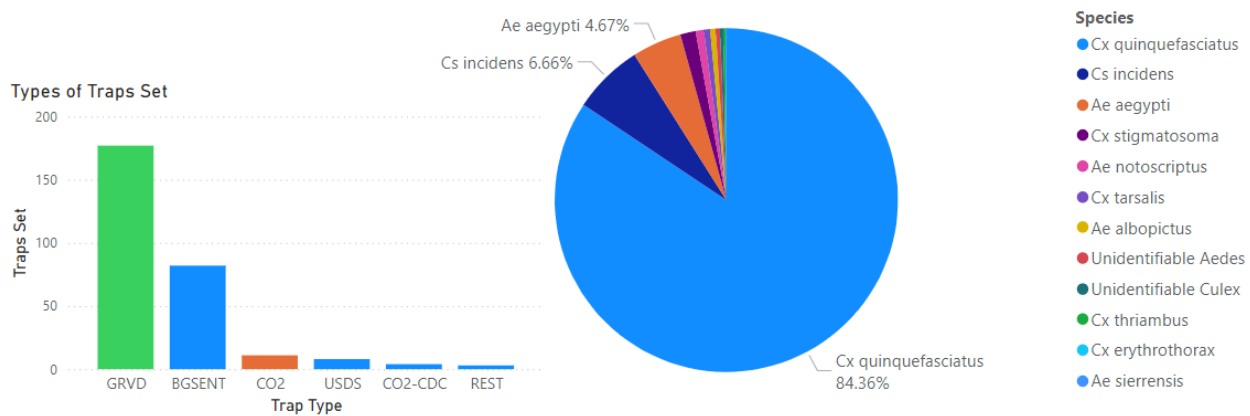


Fig. 2 The bar chart depicts the total number/types of traps set while the pie chart depicts the total percentage of mosquitoes collected for the current reporting period. Species listed on the far right are sorted from high to low as a function of total abundance.

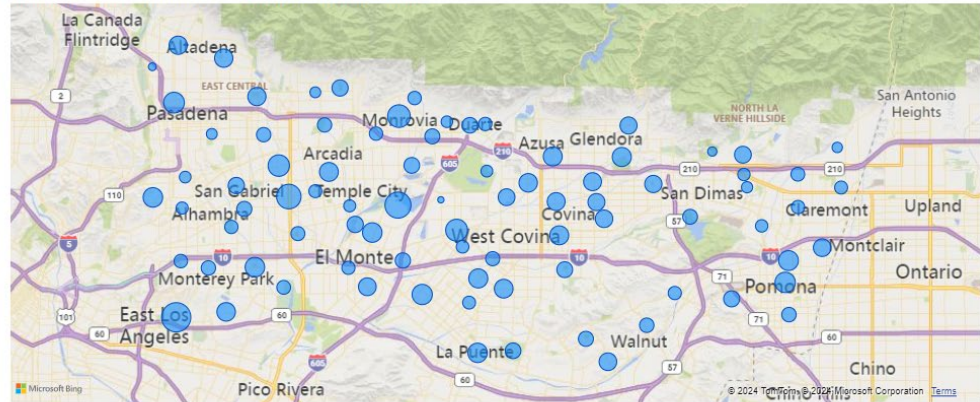


San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 27 - 30 | June 30 – July 27

Community/City	Avg Mosq per Trap
Alhambra	27
Altadena	62
Arcadia	72
Azusa	67
Baldwin Park	44
Bradbury	28
Claremont	23
Covina	59
Duarte	34
El Monte	42
Glendora	60
Industry	43
Irwindale	40
La Puente	53
La Verne	28
Monrovia	45
Monterey Park	99
Pasadena	37
Pomona	44
Rosemead	42
San Dimas	33
San Gabriel	53
Sierra Madre	30
South Pasadena	37
Temple City	52
Walnut	41
West Covina	50

2024 Average Mosquitoes per Trap

Average of Total Mosquitoes by latitude and longitude



2024 Year Total	
Total Mosquitoes	Avg Mosq per Trap
48385	46

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

Black Fly Surveillance

Routine black fly surveillance was conducted during disease weeks 28 and 29. This surveillance was conducted using EVS traps baited with carbon dioxide in the form of dry ice. In this period, black fly abundance rose above District action thresholds in week 29 at two separate locations, triggering additional treatments in nearby sources.

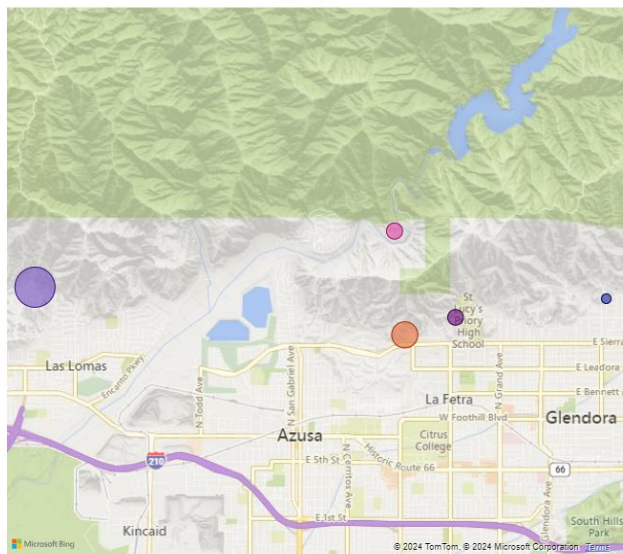


San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 27 - 30 | June 30 – July 27

Week 28, 29 Black Fly Data

CO2 Traps		
Zone	Site Name	Trap Type Total Black Fly
5	Tall Pine Dr	CO2 1047
7	Hicrest Rd (GL)	CO2 390
5	Rainbow Ranch	CO2 106
7	Hook West Flood Channel	CO2 94
7	Glencoe Heights	CO2 17
7	Hook West Flood Channel	CO2 17
5	Tall Pine Dr	CO2 14
5	Rainbow Ranch	CO2 13
7	Glencoe Heights	CO2 9
7	Hicrest Rd (GL)	CO2 8

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



Notes:

The table shows all trap counts for the past week. Traps with counts of (100+) black flies per trap have ● and counts of (200+) black flies per trap have ●. Locations positive for black flies appear on the map. The bubbles on the map represent the relative numbers of black fly caught in each trap but are not drawn to scale.

Fig. 4 Black fly trap locations for disease weeks 28 and 29. All trap locations shown were positive for black flies. The size of the bubbles on the map reflects the relative abundance of black flies caught at each site.

Underground Surveillance

Surveillance traps were deployed in the underground storm drain systems (USDS) in weeks 29 and 30. In week 29, surveillance deployed USDS traps in the city of Monterey Park to aid in a high trap incident and truck mounted treatment application yielding a non-actionable amount of adult mosquitoes. In week 30, additional USDS sites were monitored to aid in early West Nile Virus detections in the city of Baldwin Park, yielding non-actionable results.

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 triggers but can be utilized proactively in areas of historic concern.

For disease week 28, additional surveillance was performed to identify the efficacy of a truck mounted treatment in the cities of Monterey Park and Bassett. Post treatment surveillance identified a 30% reduction in adult mosquito abundance between both locations.



San Gabriel Valley Mosquito & Vector Control District Surveillance Department Report Disease Weeks 27 - 30 | June 30 – July 27

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. *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) unless otherwise noted.

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

The following are the weekly results from the District’s arbovirus testing from weeks 27-30:

- Week 27: 0 out of 2 dead bird samples and 0 out of 27 mosquito pools tested positive for WNV.
- Week 28: 1 out of 38 mosquito pools tested positive for WNV.
 - 1 mosquito pool was detected from additional surveillance activities
- Week 29: 0 out of 1 dead bird sample and 1 out of 27 mosquito pools tested positive for WNV.
 - 1 mosquito pool was detected from routine surveillance
- Week 30: 4 out of 47 mosquito pools tested positive for WNV.
 - 4 mosquito pools were detected from routine surveillance

For the current reporting period:

- 139 mosquito pools have been tested, 6 of which have tested positive for WNV
 - In 2024, 460 mosquito pools have been tested with 6 positive detections
 - At this time in 2023, 375 mosquito pools were tested with 52 positive samples
- 3 birds have been collected and tested, 0 of which tested positive for WNV
 - In 2024, 17 bird samples have been tested with 0 positives
 - At this time in 2023, 27 bird samples were tested with 7 positive samples



San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 27 - 30 | June 30 – July 27

Outreach Summary:

With mosquito and disease activity in full swing, the communications department has been busy supporting and working collaboratively with other departments to inform and educate residents across the San Gabriel Valley. Staff enacted its treatment response protocol to ensure residents in Bassett and Monterey Park were aware of treatment activities. Off-season preparation allowed staff to provide residents with ample notification through social media, Nextdoor, press release, street notifications, and through our city partnership. Additionally, the department assisted in notifying cities and residents about the district’s first detections of West Nile virus this year.

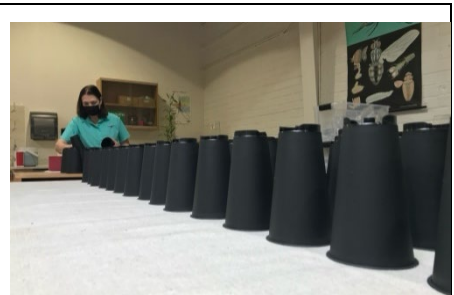
The EcoHealth Vector Program has been preparing for their upcoming community science programs by assembling over 500 kits and preparing agreements with school districts. Additionally, the education specialists prepared a two-day professional development opportunity for middle school teachers in the San Gabriel Valley. This opportunity awards three CEU units through Cal Poly Pomona to participating teachers and increases student participation in our community science program. Lastly, the education specialists made significant progress in translating its application “Journey of the Germ” into Spanish. The application will be available on all platforms in August.



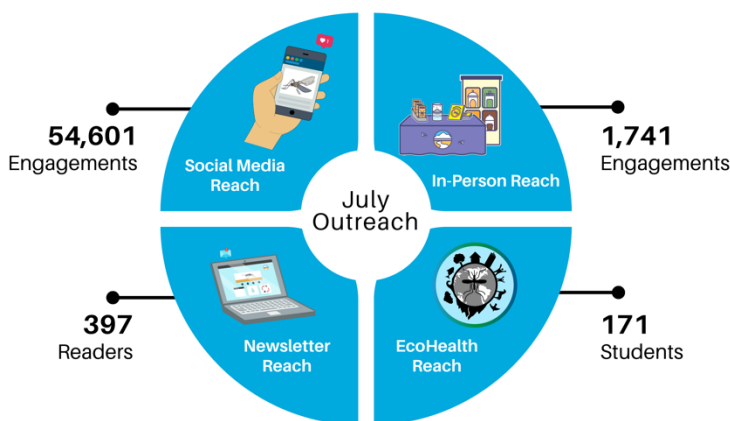
Caption: District staff in community posting notifications for upcoming mosquito treatment.



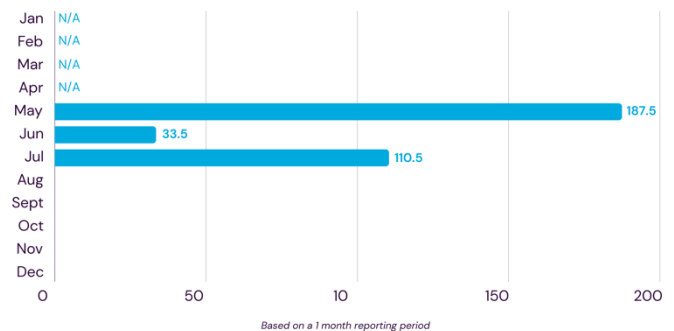
Caption: Staff filming a video to support the Consultation Program.



Caption: Education Specialist Hagele preparing kits for community science programs in Fall 2024.



Communications Field Hours

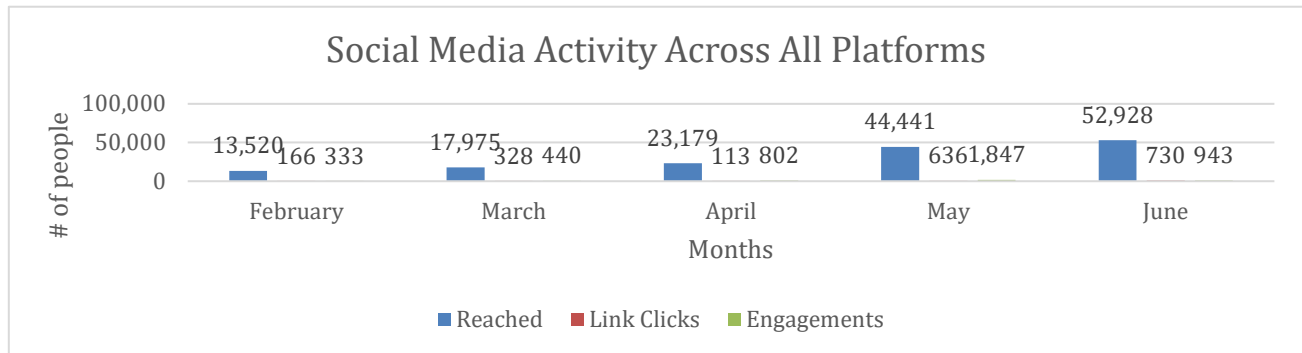




San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 27 - 30 | June 30 – July 27

Digital Marketing:

1) Key Performance Indicators (KPIs):



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

2) Digital Response Support

- a) Digital Media ads are activated in response to disease activity to alert residents of WNV detections and promote insect repellent use.
- b) Cities Receiving Targeted Ads: Monterey Park, Bassett, Covina, Glendora, Irwindale, Baldwin Park
- c) Provided extensive support for treatment notifications including digital media ads, web and email notifications, community signage, and press release.

3) City Engagement

- a) The department successfully created 14 “Tip, Toss, Protect” PSAs to promote across its service area. To-date, eight of the 14 have been shared on their respective cities’ social media channels or as a collaborative post with the District. The PSAs have generated great responses, engagement, and impressions.
- b) The department developed a social media tool kit to assist the communities receiving adult mosquito treatments. The tool kits were utilized and provided great engagement for the District.

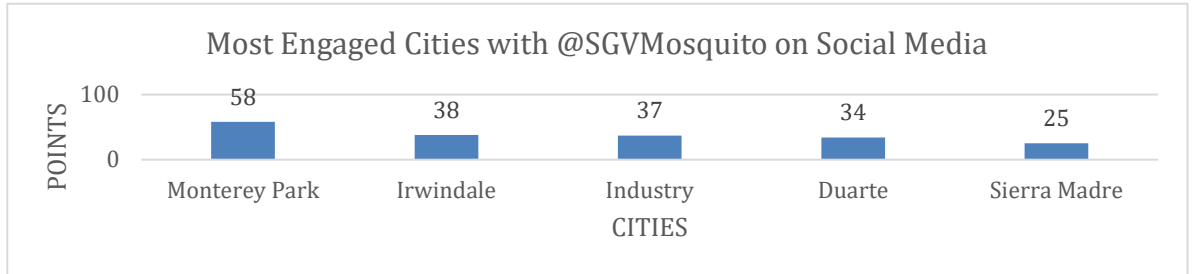
4) Social Media

- a) The District continues to develop informational and engaging content to capitalize on new followers or new profile visits.



San Gabriel Valley Mosquito & Vector Control District Communications Department Report Disease Weeks 27 - 30 | June 30 – July 27

- b) Social media content focuses on multiple topics including repellent, West Nile virus, and district services and activities.



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

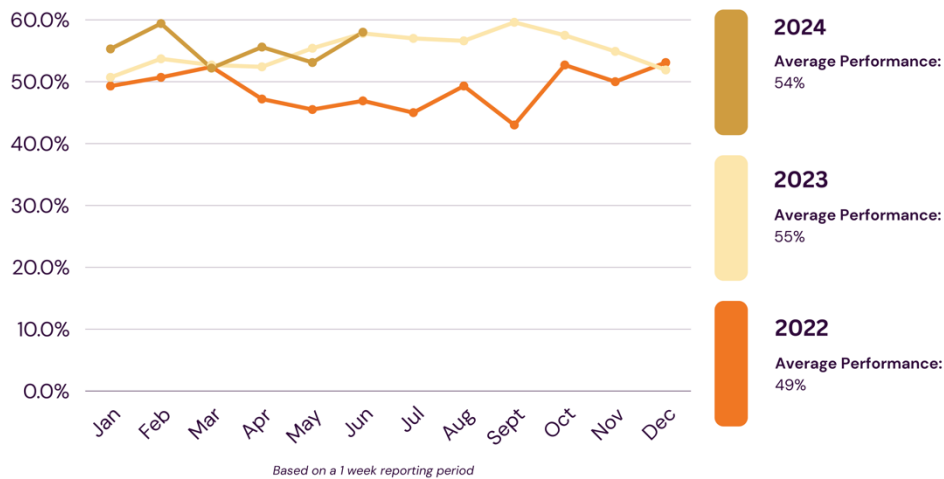
- 1 Point - Passive engagement: Like post, view IG story,
- 2 Points - Active Engagement: Share on FB, retweet, share in IG stories,
- 3 Points - Champion Engagement: Post content from SGVMVCD, creating a collaborative post, tags @SGVMosquito

5) Email Marketing

a) Short Bites Monthly

- i. June Short Bites Monthly E-blast sent to Champions audience and General Notification audience.

Short Bites Monthly Performance



6) Content Development

- a) Developing Consultation Video Preview in collaboration with the Operations Department



San Gabriel Valley Mosquito & Vector Control District
Communications Department Report
 Disease Weeks 27 - 30 | June 30 – July 27

- b) Developing Do-It-Yourself “Drain Screening” Videos in collaboration with Operations
- c) Developing B.I.T.E. (Building Infrastructure to Eliminate) Mosquitoes Program digital assets and city kits

7) Media Relations

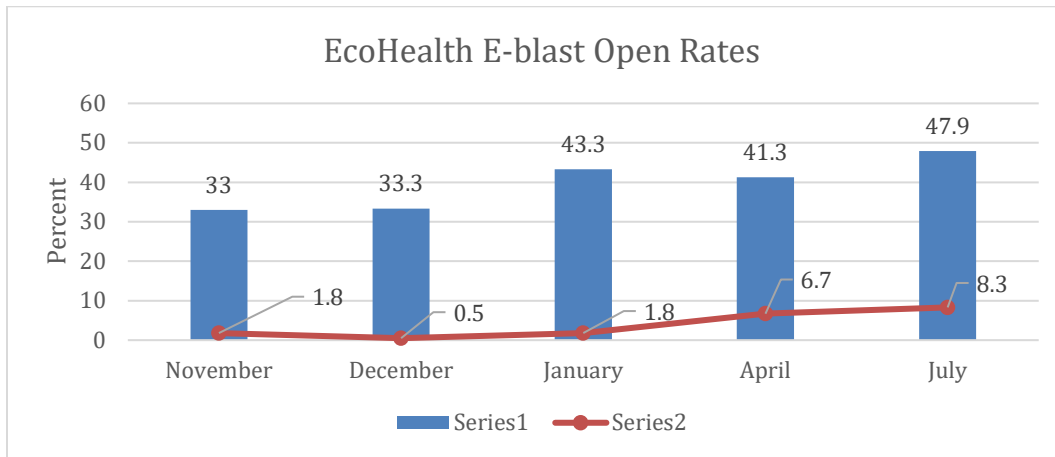
- a) Press Releases Distributed: 2
 - i. 7/3: Mosquito Control Treatment Scheduled in Bassett and Monterey Park
 - ii. 7/15: West Nile Virus Positive Mosquitoes Confirmed in San Gabriel Valley
- b) Media Hits: 15



EcoHealth
 Vector Education



1. Data in Education



2. EcoHealth Highlights

- a) (7/18) Glendora Library Summer Discovery Program
- b) Working with Robot Sea Monster, App developer, to add Spanish text and voiceover to Journey of the Germ.
- c) (7/25-7/26) Operation Mosquito G.R.I.D. Train the Teacher. Virtual and in-person professional development class through Cal Poly Pomona. Teachers from Baldwin Park and Claremont Unified plus Trustee Jackie Doornik .



San Gabriel Valley Mosquito & Vector Control District Treasurer's Report | June 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				\$2,954.53
No transactions this period		\$0.00		
ENDING BALANCE				\$2,954.53
% OF ANNUAL EXPENDITURE:	0.04%	YIELD:	4.48%	MATURITY DATE: PERPETUAL SOURCE: JUNE 2024 STATEMENT

LOS ANGELES COUNTY POOL (PB1)				
BEGINNING BALANCE				\$1,000.18
Interest Earned		\$2,118.92		
ENDING BALANCE				\$3,119.10
% OF ANNUAL EXPENDITURE:	0.05%	YIELD:	4.18%	MATURITY DATE: PERPETUAL SOURCE: ND 24, PERIOD 12

CALIFORNIA CLASS PRIME				
BEGINNING BALANCE				\$5,290,012.62
Interest Earned		\$21,272.43		
Withdrawal		(\$1,600,000.00)		
Contribution		\$649,000.00		
ENDING BALANCE				\$4,360,285.05
% OF ANNUAL EXPENDITURE:	64.27%	YIELD:	5.40%	MATURITY DATE: PERPETUAL SOURCE: JUNE 2024 STATEMENT

VCIPA CONTINGENCY FUND				
BEGINNING BALANCE				\$154,890.00
Interest Earned		\$1,443.00		
Admin Fee		(\$3.00)		
ENDING BALANCE				\$156,330.00
% OF ANNUAL EXPENDITURE:	2.30%	YIELD:	3.07%	MATURITY DATE: PERPETUAL SOURCE: JUNE 2024 STATEMENT*


*Statements provided on quarterly basis only

CITIZENS BANK (REVOLVING AND SWEEP ACCOUNTS)				
BEGINNING BALANCE				\$1,348,450.97
Debit Activity		(\$2,582,852.55)		
Deposits		\$1,602,975.76		
Service Charge		(\$162.49)		
Interest Earned		\$27.55		
ENDING BALANCE				\$368,439.24
% OF ANNUAL EXPENDITURE:	5.43%	YIELD:	0.10%	SOURCE: JUNE 2024 STATEMENT

U.S. BANK TRUST				
BEGINNING BALANCE				\$0.00
Cash Receipt		\$1,600,000.00		
Taxable Interest		(\$13,269.01)		
Change in Investment Value		(\$7,413.80)		
ENDING BALANCE				\$1,579,317.19
% OF ANNUAL EXPENDITURE:	23.28%			SOURCE: JUNE 2024 STATEMENT*

*Statements provided on quarterly basis only

ALL FUNDS BEGINNING BALANCE	\$6,797,308.30
ALL FUNDS ENDING BALANCE	\$6,470,445.11


Lloyd Johnson, Secretary-Treasurer

7/31/2024
Date



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

SGVMVCD WORKING FUND BALANCE AUGUST 2024

ALL FUNDS ENDING BALANCE (PERIOD ENDING JUNE 2024)	\$6,470,445.11
TOTAL RESERVES	(\$1,400,200.00)
JULY 2024 EXPENDITURES	\$923,315.03
AUGUST 1, 2024 WORKING FUND BALANCE	\$5,993,560.14

Jason Farned

Jason Farned, District Manager

SECOND AMENDMENT TO EMPLOYMENT AGREEMENT

This SECOND AMENDMENT TO EMPLOYMENT AGREEMENT (“First Amendment”) is made and entered into as of the ___ day of _____, 2024, by and between the SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT, a California special district (the “District”) and Mr. Jason Farned, the District Manager (“Manager”). The District and Manager are sometimes hereinafter referred to individually as a “Party” and collectively as the “Parties.”

- A. The Parties entered into an Employment Agreement, dated August 1, 2022, as amended by the First Amendment to Employment Agreement, dated May 12, 2023 (collectively the “Agreement”), which includes the terms and requirements for Manager’s position as the District Manager for the District. A copy of the Agreement is attached as **Exhibit “A”** to this Second Amendment and incorporated herein by reference.
- B. Section 4 of the Agreement, requires the District’s Board of Trustees to periodically, but not less than annually, provide a review of the Manager’s performance and consider adjustments to the base salary and benefits that the Manager receives under the Agreement (the “Review”).
- C. On July 1, 2024 during a joint meeting of the District’s Personnel and Policy Committee and Executive Committee (collectively, the “Committee”), members of the Committee conducted the Manager’s Review and recommended that the District Board of Trustees provide a raise in Manager’s base salary.
- D. On _____, 2024 the District’s Board of Trustees accepted the recommendation of the Committee and approved the recommended raise in base salary for the Manager.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the Parties agree as follows:

- I. Paragraph A of Section 4 of the Agreement is deleted and replaced, in its entirety, with the following:

For the fiscal year beginning July 1, 2024, the District agrees to pay the Manager for the services required by this Agreement a monthly base salary of Seventeen Thousand One Hundred and Twenty-One Dollars and Eighty-Seven cents (\$17,121.87) per month and payable on the District’s regular paydays. This salary shall be subject to cost of living (“COLA”) adjustments and across-the-board wage and group benefit increases to the same extent as other employees of the District.

II. In all other respects, except as specifically modified above, the Agreement is reaffirmed and remains in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Second Amendment to Employment Agreement as of the day and year first above written.

SAN GABRIEL VALLEY MOSQUITO
AND VECTOR CONTROL DISTRICT

John Capoccia, President
Board of Trustees

ATTEST:

, Secretary
Board of Trustees

APPROVED AS TO FORM:

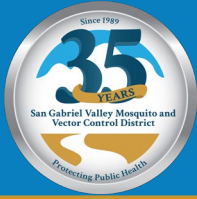
District Counsel

MANAGER

Jason Farned
District Manager

**EXHIBIT A
AGREEMENT**

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San Gabriel Valley Mosquito & Vector Control District Committee Reports

Date: June 26, 2024

Meeting of: SGVMVCD Board of Trustees: Prop 218 Ballot Initiative Ad Hoc Committee

Subject: **Prop 218 Ballot Initiative Update**

Exhibit(s): 8A, 8B, 8C

Over the last several months the Prop 218 Ballot Initiative ad hoc committee has diligently investigated various aspects of a benefit assessment cap increase involving a Proposition 218 ballot initiative. Below is a summary of their progress and conclusions:

Background: The Prop 218 Ballot Initiative Ad Hoc committee was tasked with the following:

1. Evaluate the District's current funding mechanism and future financial needs.
2. Consider alternative assessment strategies, including a Prop 218 ballot initiative.
3. Evaluate consultation services.
4. Consider project costs and timeline.
5. Provide recommendations to the Board of Trustees regarding project scope, contractor selection, and budget strategy.

Conclusions from Preliminary Investigations: Based on discussions with staff and project proposals from SCI Consulting Group, a firm specializing in public finance and urban economic consulting, the committee has reached the following conclusions:

Future Financial Needs:

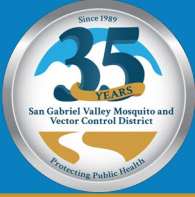
- Under the current funding mechanism with a benefit assessment cap of \$20 per parcel, the District will only be able to sustain its current level of service for the next 5-7 years.
- This estimate does not include the potential need to further expand services in response to Dengue fever and other *Aedes*-borne threats.
- It is critical that the District implements an updated funding mechanism to continue providing the highest level of protection from vectors and vector-borne diseases in the San Gabriel Valley.

Alternative Assessment Strategies:

- A new Proposition 218 benefit assessment has the best chance of success and will provide the District with appropriate funding well into the future.

Consultation Services:

- SCI Consulting Group is the best firm to guide the District through this process. Their track record of successful Proposition 218 ballot initiatives for vector control agencies and special districts throughout the state is second to none.



San Gabriel Valley Mosquito & Vector Control District Committee Reports

Project Costs and Timeline:

- Assessment balloting is recommended for the Fall of 2027.
- Based on a proposal from SCI and additional cost estimates from District staff, the total cost of the project is estimated to be between \$1-\$1.5 million. (EXHIBIT 8A)

Committee Recommendations:

1. The District should pursue a Proposition 218 ballot initiative to implement a new assessment to fund the rising costs associated with providing protection from vectors and vector-borne diseases in the San Gabriel Valley.
2. Assessment balloting should begin in the Fall of 2027. (EXHIBIT 8B)
3. The Board of Trustees should consider a sole-source justification for SCI Consulting Group to manage the initiative. (EXHIBIT 8C)
4. To fund the initiative, the District should continue to raise funds in excess of expenditures to contribute annually to the 218 Ballot Initiative Designated Reserve Fund, with the goal of saving \$1.5 million by the end of the 2026/27 fiscal year.

The ad hoc committee has completed its charges and should be dissolved. When the District begins the ballot initiative process in 2026, the Board of Trustees may consider forming a new ad hoc committee to oversee the process.

Submitted by:

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

Jason Farned
District Manager



July 2, 2024

Submitted via Emailjfarned@sgvmosquito.org

Jason Farned, District Manager
 San Gabriel Valley Mosquito and Vector Control District
 1145 N Azusa Canyon Rd,
 West Covina, CA 91790

Re: Proposal for Feasibility Analysis, Public Opinion Survey, Assessment Engineering, Proposition 218 Balloting Services, and Related Professional Consulting Services

Dear Jason:

SCI Consulting Group (“SCI”) is pleased to submit this proposal for comprehensive Survey and Benefit Assessment Formation Services to the San Gabriel Valley Mosquito and Vector Control District (“District”). We understand that the District’s existing assessment is approaching its maximum allowed rate, and it desires to implement a new assessment to fund the rising costs associated with invasive mosquito infestation, as well as other vectors such as midges and black flies.

Our proposal is segmented into six essential tasks to complete this project. **Task 1** is community outreach support. **Task 2** includes developing the preliminary assessment methodology, rates, and messaging to evaluate the support within the District. **Task 3** includes a mailed survey to help better understand the preferences and priorities of property owners. **Task 4** includes developing the final assessment methodology, determining the specific proposed assessment for each parcel, preparing the Engineer’s Report, and finalizing the ballot measure and messaging plan. **Task 5** entails conducting the assessment ballot proceeding, which includes preparing all resolutions and designing, mailing, and tabulating the official assessment ballots. **Task 6** entails supporting the District’s essential non-advocacy informational outreach effort.

We respectfully submit the following factors when considering our proposal:

BENEFIT ASSESSMENT SUCCESS AND EXPERTISE With over 38 years of experience in this specialized field, we are proud of our industry-leading record of success in assisting public agencies with increasing their revenues. For agency-wide revenue measures, including a survey, SCI has a success rate of about 90% with over 140 successful ballot measures.

COMPREHENSIVE KNOWLEDGE OF LOS ANGELES COUNTY AND THE SAN GABRIEL VALLEY MVCD

SCI has worked extensively with local agencies throughout Los Angeles County, including the City of Diamond Bar, Claremont USD, Culver City USD, Las Virgenes USD, Mountains Recreation and Conservation Authority (“MRCA”), and Greater Los Angeles County VCD. In addition, SCI has performed levy administration services for the District from 2009 to the present.

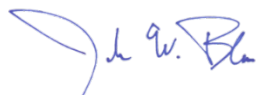
SUCCESSFUL IMPLEMENTATION OF REVENUE MECHANISMS FOR MOSQUITO AND VECTOR CONTROL SCI has formed more mosquito and vector control assessments than all other firms in California combined. Most recently, in 2021, SCI led a successful balloting for the Delta Mosquito and Vector Control District in Tulare County.

PROPOSITION 218 BENEFIT ASSESSMENT EXPERTISE Through the process of designing and establishing so many new post-Proposition 218 benefit assessments and working on these projects with many of the leading Proposition 218 specialized attorneys in the State, we have gained unparalleled legal and Proposition 218 compliance expertise.

COMMUNITY OUTREACH EXPERTISE SCI has a long history of developing and implementing successful vector-related and other community outreach initiatives and programs for our clients, including the critical development of key branding and messaging. Our approach is based upon the distribution of key messages and supporting information as part of our comprehensive community outreach through talking points, FAQs, newsletters, mailers, email, text, social media such as nextdoor.com, door-to-door contact, website, small group meetings, community-wide open house meetings, and public hearings.

We look forward to the opportunity to assist the District with this important project and stand ready to proceed. Please get in touch with me if you would like to discuss any aspect of our proposal. I can be reached at 707-208-0940 or via email at john.bliss@sci-cg.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Bliss".

John Bliss, P.E.
President

cc: Melanie Lee, SCI Consulting Group

WORK PLAN AND APPROACH

We propose the following five tasks based on our current understanding of the project, the technical analysis, and the services the District needs. These tasks will be conducted interactively with the District in a phased, step-by-step approach.

Task 1: Community Outreach Support

SCI will work closely with the District's Public Information Officer and Communications staff as they develop the District's community outreach strategy, including informational outreach before the survey and throughout the benefit assessment formation process.

Task 2: Data Research, Preliminary Assessment Engineering, and Planning

Our approach to these services will begin with a comprehensive analysis of the desired improvements and services, including budgeting and meeting with staff and other stakeholders to understand the District's functions and processes. We will analyze property ownership, voter statistics, and demographic and political profiles in the District. We will also analyze various community factors that may affect the proposed funding measure, such as other local issues and funding measures. We perform these services by first collecting data from the District, the County Assessor, the Registrar of Voters, planning agencies, and other information sources.

It should be noted that although SCI is the current annual administrator of the District's current assessment, that assessment was formed prior to the passage of Proposition 218 and was allowed to continue per specific language in that proposition grandfathering in mosquito and vector control assessments. The current assessment has a very simple assessment methodology, with only three land use types (residential, commercial, agricultural, and no land use code), and public parcels are not charged. However, a new assessment would need to employ a methodology that complies with Proposition 218, meaning extensive research will need to be done on public parcels in order to charge them appropriately, as well as on many other parcels to divide them into additional, more refined land use types.

After this extensive data has been compiled, we will analyze it in context with the District's goals and other community factors in the District. This detailed research and analysis will provide SCI with a solid understanding of the factors used as the foundation for designing and evaluating the potential mosquito and vector control services funding measure.

SCI will present various funding alternatives and associated estimated rates and revenues.

Task Deliverables:

- Project kickoff meeting
- Project timeline
- Preliminary assessment engineering findings
- Analysis of services, budgets, as well as property owners and benefit assessment base
- Long-term funding needs analysis
- A presentation of recommendations for implementing a revenue mechanism

Task 3: Public Opinion Research and Mailed Survey

The principals at SCI have developed a sophisticated mailed survey research methodology for identifying property owner priorities and their support for an assessment measure and how best to package the measure for success. One of the primary strengths of the recommended approach is its proven ability to identify support most accurately for a property owner mailed ballot proceeding, not only on an overall basis but also from different property owners, such as single-family residential, business, industrial, apartment, vacation property owners, and investment property owners. Moreover, the recommended approach and methodology have proven to provide accurate and reliable research findings in a wide range of socio and economic environments such as rural areas, urban communities, ranges of income, and various ethnic backgrounds. This recommended approach is one of the keys to ensuring that the District will receive accurate, reliable data and advice regarding property owner priorities and support for an assessment funding measure for vector control improvements and services.

Recommended Research Approach. A scientific, stratified, and randomized mailed survey is the recommended data collection technique. The mailed survey approach provides two primary advantages over phone or text surveys for mailed Proposition 218-complaint balloting: 1) It most accurately models mailed balloting and effectively eliminates response bias, and 2) allows for input from non-residential property owners.

SCI will draft and refine the survey questionnaire and informational item, as well as the outgoing envelope and return envelope. Once final drafts of the base documents meet the approval of the District, they will be printed with the individual respondent information (name, mailing address, etc.) and mailed to a sample population, including a postage-paid return envelope. After the results of this survey have been obtained, they will be analyzed and provided to the District with the most accurate support prediction.

Sample Size. For this research project, SCI recommends a mailed survey to 35,000 property owners in the service area in the District's existing boundary. This sample size will provide sufficient data to develop a participation model for all likely voters for a benefit assessment and provide statistically significant results for each City and major community. This phase should provide a confidence level of 95% with a typical margin of error of +/- 3.00% in the District's four largest cities (Pomona, Pasadena, El Monte, and West Covina) and District-wide.

Once the surveys are returned, SCI will process the survey responses and prepare the data for analysis. SCI will also develop several filtering schemes and weighting matrices to simulate ballot measure outcomes for a benefit assessment. After our analysis, we will prepare a comprehensive PowerPoint presentation summarizing findings from the opinion research and make recommendations regarding property owner-voters' priorities and the feasibility of moving forward with a ballot measure to fund vector control services. The Report will also include additional value-added elements, such as an outline of the recommended action plan for proceeding with a local funding measure, including profiles of likely supporters and opponents for a ballot measure, priorities, funding support by type of project, and key messaging elements and strategies. In addition, the scope of services includes a formal presentation of the survey results, findings, and recommendations to the District Board.

Task Deliverables:

- Project meetings
- Mailed survey, accompanying informational item, outgoing and postage-prepaid return envelope to a randomized, stratified sample to 35,000 property owners
- A presentation of the survey results and recommendations for implementing a successful revenue mechanism
- Presentation of survey results at District Board meeting

Task 4: Assessment Engineering and Engineer's Report

If the District decides to proceed with an assessment ballot measure, SCI will integrate our findings from the feasibility analysis into the assessment engineering analysis. SCI will utilize the multi-year revenue and expense proformas developed in conjunction with the District as an important basis for the budgets and cost estimates provided within the Engineer's Report.

Comprehensive assessment engineering work will include defining the proportional assessment rate methodology along with the separation and quantification of special and general benefits from the proposed improvements and services. SCI will use its industry-leading benefit assessment engineering expertise to develop a benefit assessment methodology that fully complies with the legal and procedural requirements for a new, post-Proposition 218 benefit assessment, including the court's direction in *Silicon Valley Taxpayers Association v. Santa Clara County Open Space Authority*, *Dahms v. City of Pomona*, *Greene v. Marin County Flood Control and Water Conservation District* and *Robert Beutz v. County of Riverside* and other Proposition 218 decisions.

We will present these fiscal plans, our data review and analysis, and the proposed assessment methodology, levies, and budgets to the District in a review session. Issues uncovered by the review will be highlighted, and remedies suggested. After the District Counsel has reviewed the data and information, we will prepare an Engineer's Report that fully meets the requirements of Articles XIII C and XIII D of the California Constitution ("Proposition 218"), the Government Code, and other relevant code sections.

The Engineer's Report will be prepared by John Bliss, P.E., an assessment engineer with extensive benefit assessment engineering experience for infrastructure assessments. The Engineer's Report will include a detailed description of the assessment plans for the improvements and services, future capital and facility improvement needs, a detailed cost estimate, an analysis of special and general benefits, the rationale used for the assessment apportionment, the method of assessment apportionment, calculation of the specific proposed assessment amount for each parcel in the District, an assessment diagram, and other elements.

At the culmination of these services, SCI shall present the findings, proposed assessment levies, and Engineer's Report to the District staff and the District Board of Trustees ("District Board").

Task Deliverables:

- Project Meeting
- Proposition 218-compliant Engineer's Report
- Draft resolutions and associated agenda reports
- Presentation at District Board meeting

Task 5: Proposition 218 Assessment Ballot Proceeding

Services under this Task would include designing, printing, addressing, and mailing the notice and assessment ballots to all property owners in the District. The design of the official notice and assessment ballot and supporting informational items and mailers is one of the most important elements of a successful ballot outcome. SCI will utilize its unmatched expertise and track record to design a notice and ballot and informational items that clearly and concisely explain the reason for the mosquito and vector control services and that meet all legal requirements.

After the draft notice and ballot are prepared, they will be provided to the District and District Counsel for review and comment. Feedback and comments will be incorporated before the documents are finalized.

After the notice and ballot are finalized, SCI will oversee the printing and addressing of the ballots. This work may be performed by printing and mailing firms with industry-leading experience with Registered Voter elections and assessment ballot proceedings. After the notices and ballots are printed and addressed, they will be mailed, pursuant to the California Constitution and the Government Code, to all property owners subject to the proposed assessment.

SCI will employ its well-proven barcoded Ballot ID system on this balloting, which will facilitate efficient and effective tabulation. (Tabulation will be performed by another provider.)

Throughout the balloting, SCI will also respond to property owner inquiries fielded by the District, will research and confirm new owners that are not reflected on the official county property ownership records, and will issue replacement ballots. SCI will also prepare resolutions, documents, and information for the public hearing and will assist the District and District Counsel with responding to property owner testimony at the public hearing.

Task Deliverables:

- Project meeting
- Official Proposition 218 notice, ballot, and envelopes
- Printing, mailing, addressing, and postage for Proposition 218 balloting (approx. 1.184 million parcels)
- Presentation at District Board meeting
- Draft resolution and supporting documents
- Balloting process support
- Tabulation process support (tabulation to be done by another provider)

Task 6: Non-Advocacy Information Outreach Services

Clear, concise, and appropriate educational outreach is one of the most important elements for a successful ballot outcome. If the community is adequately informed about the issues, and the messaging and approach are based upon extensive experience with other successful property-owner and voter ballot measures, the District's proposed assessments will have good prospects for a successful outcome.

SCI's unparalleled track record of success is, in large part, due to our extensive expertise in this area. Messaging will begin before the surveys are mailed, refined using information obtained from the survey

responses, and will continue through the balloting process. Over the last two years, political communication and discourse have gone through a profound change throughout the United States, especially here in California. SCI has identified three major communication themes for this project:

◆ **Straightforward Messaging, but with Significant Supporting Detail and Analysis**

Rigorous engineering and financial analysis give much-needed strength and credibility to an effort to increase local revenues.

◆ **Authenticity and Credibility in Communication**

Authentic communication means communication should be professional but not slick, it should be honest and not overly rehearsed, and it should be passionate but not theatrical. The public does not demand perfection from the local government, but it now does demand absolute credibility and full truthfulness.

◆ **Direct Public Engagement**

Authenticity also means direct, expressive communication with the public, often in the form of face-to-face community meetings. E-mails and phone calls from known sources can also be effective.

SCI will assist with public informational and educational outreach strategies and property owner informational services. Our firm's informational outreach efforts, which will continue up to and throughout the ballot proceeding, include tasks necessary to ensure the property owners are adequately informed about the ballot proceeding and the proposed services/improvements in their area before mailing the ballots. Throughout this process, SCI will work closely with volunteers, District staff, and other stakeholders.

Task Deliverables:

- Assistance with the outreach plan, including messaging
- Development of FAQs about the balloting process
- Assistance with FAQs, email text, talking points, scripts, PowerPoint presentations, and social media in support of community outreach
- Support at community meetings
- District training on informational outreach vs. advocacy
- Conduct public outreach workshops, as appropriate

Task 7: Levy Submittal and Administration, First Levy Year

If the assessment is approved by a weighted majority of participating property owners, SCI shall prepare the property database, levy, ownership information, and other data required for the levy administration services for the first levy year. These services include obtaining the final lien-date assessor's roll and property data for the first levy year, updating the assessment to account for development, parcel subdivisions, ownership, and other property changes, preparing the final assessment levies, submitting the final assessments and assessment diagram to the County Auditor. In addition, our property-owner inquire line will be added to tax bills so we can directly respond to property owner inquiries throughout the fiscal year on behalf of the District.

If property owners question their assessment, SCI will conduct further research on the property attributes used to determine the assessment. If necessary, SCI will revise the assessments and process a revision to the tax bill and assessment roll. Actual revisions are not expected to be significant, but some owners may question their assessment after receiving their tax bill with the new assessment. In addition, if assessments proposed for public agencies cannot be collected through the County Auditor/Tax Collector, SCI shall prepare and manage the mailing of manual bills to public agencies and the subsequent collection of their assessments.

Task 8: Manual Billing of Public Parcels

For public parcel assessments that cannot be collected on the County tax bill, SCI shall prepare and manage the mailing of manual invoices to public agencies with their combined total assessment. SCI will record payments received in a payment tracking database, produce periodic reports for the District of bills paid and those still outstanding, and assist the District with collection of delinquent assessments.

Meetings

We anticipate the need for up to five in-person meetings. All other project meetings, stakeholder outreach meetings, and presentations will be conducted remotely via video or voice conference. Video and voice conferences are not considered in-person meetings in this Work Plan.

DISTRICT RESOURCES

SCI will carry out all tasks specified in the Work Plan and any other related services, as appropriate. The District would be responsible for the following:

- Meet or periodically participate in video or voice conference calls with SCI as needed.
- Provide information and documentation regarding the District's operations and capital budget, and additional data as requested.
- Designate a point of contact with authority to act on its behalf regarding the Work Plan.
- Assist with planning, review, and coordination of action items.

QUALIFICATIONS AND EXPERIENCE

Established in 1985, **SCI Consulting Group**, a California Corporation, is a widely recognized public finance consulting firm with leading expertise in assisting public agencies in California to fund new services and improvements. For local funding measures encompassing entire cities, counties, or special districts, SCI has a success rate of about 90% with over 140 successful local funding revenue measures. In fact, SCI has formed more successful agency-wide post-Proposition 218 benefit assessments than all other assessment engineering firms in California combined. Our success is attributed to our unique capability to assist public agencies in evaluating the feasibility of and voter support for a local funding measure before an agency makes the crucial decision to proceed.

Since Proposition 218 was passed in 1996, SCI has successfully established over 100 new agency-wide assessments in California, including 32 new benefit assessments for mosquito and vector control that encompass entire cities or agency boundaries. This is more expertise with agency-wide Proposition 218

benefit assessments than all other firms in the State, combined. Through the process of designing and establishing so many new post-Proposition 218 benefit assessments and working on these projects with many of the leading Proposition 218 specialized attorneys in the State, we have gained extensive legal and Proposition 218 compliance expertise.

Below is a list of SCI's successful ballot measures (both special taxes and benefit assessments) for mosquito and vector control services. SCI has formed more benefit assessments or special taxes for mosquito and vector control than all other firms in California combined. Most recently, in 2021, SCI led a successful balloting for the Delta Mosquito and Vector Control District in Tulare County.

SCI's Successful Mosquito and Vector Control Services Assessment Measures

<u>Agency</u>	<u>Initial SFE Rate</u>	<u>Annual Revenue</u>
Alameda County Mosquito Abatement District	\$2.50	\$1,135,175
Alameda County VCSD (Fremont and Emeryville)	\$10.00	\$671,552
Alameda County Vector Control Services District	\$4.08	\$1,600,847
Butte County Mosquito and Vector Control District	\$9.69	\$774,093
Delta Vector Control District (2010)	\$6.50	\$819,192
Delta Vector Control District (2021)	\$12.50	\$1,023,546
Fresno Mosquito and Vector Control District	\$5.00	\$568,374
Fresno Westside Mosquito Abatement District	\$44.91	\$532,674
Glenn County Mosquito Abatement Program	\$26.48	\$219,914
Owens Valley Mosquito Abatement Program, 1 st Asmt.	\$20.80	\$204,443
Owens Valley Mosquito Abatement Program, 2 nd Asmt.	\$24.22	\$200,436
Lake County Vector Control District (2 zones)	\$15.36 / \$7.68	\$539,497
Mosquito and Vector Management District of Santa Barbara	\$9.97	\$579,008
Napa County Mosquito Abatement District	\$19.50	\$1,020,415
Northern Salinas Valley Mosquito Abatement District	\$5.96	\$494,706
Northwest Mosquito Vector Control (Riverside)	\$10.16	\$544,998
Orange County Vector Control District	\$6.75	\$5,684,286
Oroville Mosquito Abatement District	\$13.14	\$103,073
Placer Mosquito and Vector Control District (Permanent Facility)	\$10.11	\$1,615,799
Placer Mosquito and Vector Control District (West & East)	\$18.11	\$2,485,373
San Benito County Vector Control Program	\$11.22	\$211,923
San Diego County Vector Control Program	\$7.07	\$6,464,771
San Joaquin County Mosquito and Vector Control District	\$9.29	\$2,023,962
San Mateo County Mosquito Abatement District (Annexation)	\$18.15	\$1,572,254
Santa Clara County Vector Control District	\$8.36	\$4,310,181
Santa Cruz County Mosquito and Vector Control (2 Zones)	\$8.00 / \$12.00	\$910,764
Shasta Mosquito and Vector Control District	\$18.00	\$1,160,297
Shasta Mosquito and Vector Control District (Annexation)	\$25.14	\$146,741
Tehama County Mosquito and Vector Control District	\$7.36	\$136,789
Tehama County Mosquito and Vector Control District (Annexation)	\$24.58	\$232,241
Ventura County Mosquito Abatement Program	\$5.22	\$1,241,800
West Valley Mosquito and Vector Control District	\$13.12 / \$20.70	\$2,996,782

REFERENCES

Below are summaries of some of the relevant projects for your review. We encourage you to contact these clients regarding our experience and approach.

Delta Mosquito and Vector Control District

1737 West Houston Ave

Visalia, CA. 93291

(559) 732-8606

CONTACT: Mustapha Debboun, PhD, BCE, Fellow ESA, General Manager

EMAIL: mdebboun@deltavcd.com

SCI helped the District with the implementation of a new revenue source to fully fund *Aedes aegypti* services, which passed with over 60% support. SCI effectively guided the District with a survey and community outreach. We continue to administer this benefit assessment.

Placer Mosquito and Vector Control District

2021 Opportunity Drive

Roseville, CA 95678

(916) 380-5444

CONTACT: Joel Buettner, General Manager

EMAIL: joelb@placermosquito.org

SCI helped the District with the annexation and successful assessment ballot measure of the eastern portion of the County in 2004 and again in 2007 for a countywide assessment (excluding the community of Sheridan) to support expanded services and a permanent facility. Again, SCI effectively guided the District in providing useful information to residents and property owners about the District and the proposed services. We continue to administer this benefit assessment.

Santa Clara County Mosquito and Vector Control Program

1580 Berger Drive

San Jose, CA 95112

(408) 918-1955

CONTACT: Nayer Zahiri, District Manager

EMAIL: nayer.zahiri@cep.sccgov.org

SCI accurately and successfully handled a countywide new mosquito and vector control assessment for Santa Clara County, encompassing over 460,000 parcels. We currently administer this large and important benefit assessment. As a crucial component of our professional services, we have made yearly enhancements to the assessment methodology and legal justification to improve Proposition 218 compliance. We continue to administer this benefit assessment.

Mosquito and Vector Control Division of the Agricultural Commissioner's Office of Santa Cruz County

Working primarily with Santa Cruz County staff (retired) Paul Binding, SCI helped the MVCD with the implementation of a new revenue source to fund mosquito control services in south Santa Cruz County (Watsonville) in 2004 at an initial rate of \$8.00 per SFE which was approved by property owners at 73% support based upon a survey which showed 74% +-3% support.

Again, working primarily with Paul Binding, SCI helped the MVCD with the implementation of a new revenue source to fund mosquito control services in the newly annexed north Santa Cruz County (Santa Cruz) in 2005 at an initial rate of \$12.00 per SFE, which was approved by property owners at 70% support based upon a survey which showed 64% +-3% support.

PROJECT TEAM

SCI will use a team approach for this project and will work closely and collaboratively with the District and other key stakeholders. Such a collaborative, team-based approach helps to ensure that all parties and stakeholders will work together to develop and implement an effective and winning game plan.

If selected for this project, Melanie Lee, Senior Consultant, will serve as the project manager. John Bliss, President, will serve as the Engineer of Record and will prepare the Engineer's Report with special and general benefit findings. Edric Kwan and Brandon Vanleuven will assist with numerous aspects of the project. We do not have any work commitments that would interfere with our responsiveness and ability to complete the project within a reasonable timeframe.

JOHN BLISS, M.ENG., P.E., PRESIDENT AND SENIOR ASSESSMENT ENGINEER, LICENSE NO. C52091

John Bliss, a professional engineer and President of SCI, specializes in special tax consulting, assessment engineering, special and general benefit analysis, crafting legally compliant, robust Engineer's Reports, assessment administration, cost estimating and budgeting, database design and implementation, regulatory compliance, and revenue measure formations. He has over 24 years of experience in this field of expertise. John graduated from Brown University with a Bachelor of Science Degree in Engineering and holds a master's degree in civil engineering from The University of California, Berkeley, where he was a Regent's Scholar. He is a licensed professional civil engineer in the State of California and a LEED-accredited professional. John has served as an assessment engineer for all of SCI's mosquito service benefit assessments.

MELANIE LEE, SENIOR CONSULTANT

Melanie is a seasoned professional with over 16 years of experience in managing new local revenue measure balloting projects and public opinion research at SCI. She has a proven track record of success in all phases of a new revenue project, from initial feasibility analysis to public opinion research and through balloting and information outreach. Melanie has a keen eye for analyzing complex data to produce accurate records in the projects she works on.

Melanie is an accomplished project manager, consistently meeting her clients' needs in a timely and efficient manner. She has successfully managed formation projects for a wide range of services, including mosquito and vector control, fire protection, park and recreation, and stormwater. Additionally, Melanie

co-leads SCI’s levy administration oversight group, where she applies her extensive knowledge and experience to ensure successful outcomes. She has received additional training in ArcGIS and StoryMaps.

Melanie earned her Bachelor of Arts in Business Administration from St. Mary’s College in Moraga, California.

EDRIC KWAN, SENIOR VICE PRESIDENT AND ASSESSMENT ENGINEER, LICENSE NO. C62829

Edric Kwan, a professional engineer and Senior Vice President of SCI, is relatively new to SCI. Eric brings 20 years of municipal engineering experience, including positions as City Engineer and Public Works Director for various agencies in the San Francisco Bay Area. Edric has a broad range of expertise. As part of the senior management team at various municipalities, he has been instrumental in the annual budget process, balancing municipal financial priorities. A particular area of expertise is public engagement, where he has worked with community members on various issues.

BRANDON VANLEUVEN, SENIOR CONSULTANT

Brandon contributes ten years of experience in project management, administration, and analysis to SCI Consulting Group. Brandon has expertise in Proposition 218 assessments, parcel tax analysis, ballot measure development, and helping clients reach their revenue goals. Brandon has worked on a wide variety of projects, ranging from administering assessments for Special Districts to property tax administration for schools, cities, and counties. Brandon earned a Bachelor of Science Degree in Business Administration and Information Technology Management from Colorado State University. He also holds a Master of Science Degree in Management and Project Management from Colorado Technical University.

ADMAIL WEST, SUBCONSULTANT

The SCI plans to print and mail the notices and assessment ballots using our highly experienced supplier, Admail West. This firm has accurately handled the printing and mailing of over 6,000,000 assessment ballots for SCI. Moreover, they also manage official election mail for several County Elections departments. The project manager for Admail West will be Amber Cox-Espejo.

FEE SCHEDULE / MANNER OF PAYMENT

In consideration of the work accomplished, as outlined in the Work Plan, SCI shall be compensated as detailed below. Our professional fees are based on our understanding of the District’s needs and the level of effort we expect is necessary to complete the Work Plan successfully.

The work will be billed monthly, based on progress on each task:

TASKS	FEE
Task 1: Community Outreach Support (pre-survey)	\$20,000 NTE*
Task 2: Data Research, Preliminary Engineering and Planning	\$50,000 Fixed
Task 3: Mailed Public Opinion Survey	\$48,000 Fixed
Task 4: Assessment Engineering and Engineer’s Report	\$45,000 Fixed
Task 5: Proposition 218 Ballot Proceeding Services	\$45,000 Fixed
Task 6: Non-Advocacy Community Outreach (post-survey)	\$35,000 Fixed
Task 7: Levy Submittal and First Year Administration	\$30,000 Fixed

Task 8: Manual Billing of Public Parcels	\$50	Per Bill
Incidental Costs	\$25,000	NTE

Direct Costs (printing, mail house services, and postage):

Mailed Survey (35,000)	\$48,000	Fixed
Notice & Ballots (400,000)	\$420,590**	Fixed

* Hourly billing for community outreach prior to the public opinion survey shall not exceed \$2,000 in any month without prior authorization from the District.

** Cost assumes a ballot return rate of up to 20%. Business Reply Mail postage for ballots returned above the estimated 20% response rate will be billed at cost.

Please note that these fees include all costs associated with balloting other than legal review and staffing of tabulation. (For tabulation, SCI will provide training and software, as well as in-person supervision by one SCI employee for up to two weeks. The District will need to find another firm to perform the tabulation.) This fee also includes the levy administration work, submittal of the levy roll to the Los Angeles County Auditor, and manual Billing of non-taxable parcels for the first year.

Incidental costs incurred by SCI for the purchase of travel, lodging and other out-of-pocket expenses will be reimbursed at actual cost plus 10%, with the total not to exceed \$25,000 without prior authorization from the District. Our services include up to five in-person staff/Board meetings.

Any additional in-person staff or Board meetings, if required, shall be billed at the rate of \$1,550 per person per meeting.

The scope of work includes up to five in-person meetings, up to two weeks in Los Angeles County to assist with ballot tabulation, and up to 150 hours of Task 6 Non-advocacy Community Outreach.

OTHER INFORMATION

Accountability and Warranties. Our approach to the Work Plan would be based on close interaction and coordination with District staff and key stakeholders. If selected, SCI would provide comprehensive services that limit the District’s time and resources, following solid project management principles. We will ensure that the project deliverables will be of the highest quality, legally defensible, and delivered timely and on budget.

Employment Policies. SCI Consulting Group ensures compliance with all civil rights laws and other related statutes. SCI does not and shall not discriminate against any employee in the workplace, against any applicant for such employment, or against any other person because of race, religion, sex, color, national origin, handicap, age, or any other arbitrary basis.

Indemnification. SCI’s duty to defend and indemnify the District shall be subject to the limitations provided in California Civil Code Section 2782.8, and shall apply only to Claims that arise out of, pertain

to, or relate to the negligence, recklessness, or willful misconduct of SCI as a professional and registered assessment engineer.

Conflict of Interest Statements. SCI has no known past, ongoing, or potential conflicts of interest for working with the District, performing the Work Plan, or any other service for this project.

Independent Contractor. SCI shall perform all services included in this proposal as an independent contractor if selected.

Insurance Requirements. SCI carries professional errors and omissions insurance in the amount of \$2 million per occurrence and \$2 million aggregate. SCI also carries general liability insurance in the amount of \$2 million per occurrence and \$4 million aggregate. SCI will provide the County with a certificate of insurance upon request.

Cancellation. The District or SCI may end the engagement without cause with reasonable written notice. In the event that the engagement is canceled, payment shall still be due for all work performed, including any portion of a task, by SCI through the date of the notification of cancellation.

Business License. SCI has a current and valid business license tax certificate and will make it available to the District upon request.

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Dates	Tasks
Survey	
March 2026	Engage SCI
August - October 2026	Preliminary data analysis & design of survey
November 2026 - January 2027	SGVMVCD: Review and finalize survey instrument; finalize rates to be tested
February 2027	Print survey, information item, out-going and return envelopes
late Feb/early March 2027	Mail Surveys
March 2027	Survey Return Period (6 weeks)
mid- late April 2027	Analysis of survey results
April 2027	Presentation of survey results to SGVMVCD staff, and discussion
May 2027	Presentation of survey results to SGVMVCD Board, and discussion
Assessment Ballot Proceeding	
May - November 2027	Community Outreach
June - July 2027	Compilation of engineering, property & community data, budget, determination of assessment methodology and rates, draft Engineer's Report to District for review
August 2027	Board approves Engineer's Report and 2 Resolutions:
	1 st Resolution: preliminarily approves budget, assessment rates, Engineer's Report and calls for mailing of Ballots 2 nd Resolution: adopts Prop 218 assessment ballot proceedings
mid-September 2027	Mail Ballots and Notice of Public Hearing (45 day balloting period)
November 2027	Public Hearing and close of the balloting period* <i>Possible Special Meeting</i>
November 2027	Tabulation of returned ballots
December 2027	Board Resolution: announces ballot results and orders the levy of assessments for FY 28-29 (Assuming weighted majority ballot support)
August 2028	Submission of boundary map, resolutions, Engineer's Report and assessment levies to County Auditor for inclusion on 2028-29 property tax bills
December 2028	First installment of assessment proceeds to District

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Tuesday, July 2, 2024

Submitted via email

jfarned@sgvmosquito.org

Jason Farned, District Manager
San Gabriel Valley Mosquito and Vector Control District
1145 N Azusa Canyon Rd,
West Covina, CA 91790

Re: Sole Source Justification for Feasibility Analysis, Public Opinion Survey, Assessment Engineering, and Proposition 218 Balloting Services for a Mosquito and Vector Control Assessment District Measure

Dear Jason:

The purpose of this communication is to formally articulate the rationale for designating SCI Consulting Group ("SCI") as the sole source provider to conduct the mailed public opinion survey and form the proposed benefit assessment for the San Gabriel Valley Mosquito and Vector Control District ("District").

1. Unique, Specialized Expertise

Established in 1985, **SCI Consulting Group** is a recognized public finance consulting firm with leading expertise in assisting California public agencies with local funding of public services and improvements. We also possess industry-leading expertise with the important legal and procedural requirements for the formation of Benefit Assessment Districts, Community Facilities Districts, and other local financing mechanisms.

SCI has formed over 150 community wide, property-owner balloted, Proposition 218-compliant Benefit Assessments, which is more than all other firms, combined. Although there are several other firms that have some limited, similar Benefit Assessment experience, the breadth and vastness of SCI's experience is unique.

2. Only Active Assessment Engineering Consultant with Proposition 218 Benefit Assessment Experience for Mosquito and Vector Control Services

SCI has implemented all of the Proposition 218-compliant Benefit Assessments for Mosquito and Vector Control Services (except for the initial assessment for Antelope Valley MVCD which was implemented 20 years ago (2003-04) by a firm that no longer provides these services.) No other firm has SCI's experience nor expertise.

Given the magnitude of the District, it is imperative to engage a firm with a proven track record. SCI has surpassed all other firms in forming Proposition 218 benefit assessment districts for mosquito and vector control services. Of our 33 such successful measures to date, some noteworthy projects include

those conducted for Alameda County MAD, Marin-Sonoma County MVCD, Placer MVCD, and Shasta MVCD, covering an extensive number of parcels and entire counties.

3. Highly Predictable Survey Results for Benefit Assessment Measures based upon SCI's Proprietary Mailed Survey Approach

One of the primary strengths of hiring SCI for this project is its proven ability to identify support most accurately for a property owner mailed ballot proceeding, not only on an overall basis but also from different property owners, such as single-family residential, business, industrial, apartment, vacation property owners, and investment property owners. When our survey findings include a recommendation to move forward with a ballot measure, the subsequent benefit assessment measure passes about 90% of the time.

SCI developed its own proprietary mailed survey approach and continuously refines and improves it. This approach is specifically designed to measure support for Proposition 218 Benefit Assessment ballotings. Unlike phone surveys used by other firms, this approach allows us to receive comprehensive input from non-voter property owners and customize the tested fee rate. This approach and methodology have proven to provide highly accurate and reliable research findings in a wide range of socio-economic environments such as rural areas, urban communities, all ranges of income, and various ethnic backgrounds.

4. Distinctive, Industry-Leading Proposition 218 Expertise

SCI remains at the forefront of Proposition 218 compliance, continually assessing legal and political developments that impact existing and proposed assessments. Our ongoing collaboration with leading Proposition 218 specialized attorneys in the State ensures that all documents, including Engineer's Reports and resolutions, reflect the latest legal rulings and legislative nuances.

5. Comprehensive Knowledge of Los Angeles County and the District

Our extensive engagement with local agencies throughout Los Angeles County, coupled with our longstanding levy administration services for the District, positions SCI as uniquely familiar with the County's demographics, politics, requirements and procedures. Our knowledge extends to the intricacies of the County's levy submittal website, forms, and deadlines.

SCI has worked extensively with local agencies throughout Los Angeles County, including the City of Diamond Bar, Claremont USD, Culver City USD, Las Virgenes USD, Mountains Recreation & Conservation Authority (MRCA), and Greater Los Angeles County VCD. In addition, SCI has performed levy administration services for the District from 2009 to the present, and we are very familiar with the County levy submittal website, forms, requirements, and deadlines required to place an assessment on the County's annual property tax bills.

6. Extensive Community Outreach Expertise

SCI has a proven history of successfully developing and implementing community outreach efforts for vector-related programs. Our approach, inclusive of key branding and messaging, spans various communication channels, ensuring comprehensive community engagement. We equip District staff with the necessary information to address public inquiries throughout the balloting process.

In conclusion, SCI Consulting Group offers a unique and unparalleled breadth and depth of experience in Proposition 218 assessment surveying and formation, specifically for mosquito and vector control. We are eager to be of assistance in ensuring the success of this measure and are ready to address any further questions you may have. You can reach me at (707) 208-0940 or via email at john.bliss@sci-cg.com.

Sincerely,

A handwritten signature in blue ink that reads "John W. Bliss". The signature is stylized and cursive.

John Bliss, P.E., President
SCI Consulting Group

cc: Melanie Lee, SCI Consulting Group