1. CALL TO ORDER/FLAG SALUTE/ROLL CALL
   1.1 President Leon called the meeting to order at 11:34 a.m. and noted Trustees Moran and Ulloa were absent. Trustee Raft led the Pledge of Allegiance.

2. AGENDA ADDITIONS/DELETIONS AND PUBLIC INPUT – None.

3. PUBLIC COMMENTS – None.

4. CONSENT CALENDAR
   4.1 Approve Minutes of the Regular Meeting of May 23, 2018.
   4.2 Correspondence for the period from May 16, 2018, through June 24, 2018.
   4.3 Expense Claims for the Month of May, 2018.
       Trustee Graham made a motion to approve Consent Calendar as presented. Seconded by Wittkopf. Motion passed unanimously.

5. PUBLIC HEARINGS
   5.1 Consideration and possible action to approve Resolution #2018-5: A Resolution Approving the Engineer's Report, Confirming the Assessment Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2018-19 for the West Valley Mosquito and Vector Control District, Vector Control Assessment (Assessment No. 1) and the Mosquito, Vector and Disease Control Assessment (Assessment No. 2). After discussion, Trustee Timm made a motion to approve Resolution #2018-5 as presented. Seconded by Raft. Motion passed unanimously.

6. FINANCE AND BUDGET COMMITTEE
   6.1 Recommendation to approve budget for Fiscal Year 2018-19. District Manager Brown noted that the overall budget remained basically the same as the draft that was presented in May, with one minor change. After discussion, Trustee Wittkopf made a motion to approve the budget for Fiscal Year 2018-19 as presented. Seconded by Timm. Motion passed unanimously.

7. INSURANCE COMMITTEE - None.

8. PERSONNEL COMMITTEE
   8.1 Recommendation to approve change in Vector Ecologist job description. District Manager Brown explained that the job description needed to be updated to include functions of the Vector Ecologist that are not in the current job description. Trustee Raft made a motion to approve the change in the Vector Ecologist job description. Seconded by Timm. Motion passed unanimously.
9. ADMINISTRATIVE MATTERS

9.1 Staff Reports. All reports were as presented in the Board packet.

9.2 Consideration and possible action to approve Resolution #2018-6: A Resolution to Amend Claims Procedures. District Manager Brown explained that this is necessary to comply with current laws. Trustee Wittkopf made a motion to approve Resolution #2018-6 as presented. Seconded by Timm. Motion passed unanimously.

9.3 Consideration and possible action to approve Resolution #2018-7: A Resolution to Adopt an Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974. District Manager Brown noted that the Conflict of Interest Code had not been updated for several years and there have been some job title changes. Legal counsel noted that a change needs to be made in Paragraph 3. It should read “made it advisable”. Trustee Leon made a motion to approve Resolution #2018-7 with the correction. Seconded by Wittkopf. Motion passed unanimously.

9.4 Consideration and possible action to approve Resolution #2018-8: A Resolution to Authorize Investment of West Valley Mosquito and Vector Control District Monies in Certificates of Deposit and Money Market Accounts. District Manager noted that the changes made were to ensure the current language and legal codes cited were correct. After a brief discussion, Trustee Graham made a motion to approve Resolution #2018-8 as presented. Seconded by Raft. Motion passed unanimously.

9.5 Consideration and possible action to approve Resolution #2018-9: A Resolution to Adopt Records Request Amendment. District Manager Brown noted that corrections were necessary to ensure the District is within the legal boundaries of the Public Records Act. Legal Counsel noted two corrections: Item I on page 2 of the Guidelines, the word inspection should be changed to inspected; and Item J, the words “whichever is greater” should be deleted. Trustee Raft made a motion to approve Resolution #2018-9 with the suggested corrections. Seconded by Timm. Motion passed unanimously.

10. TRUSTEE REPORTS - None.

11. CLOSED SESSION - None.

12. INFORMATIONAL - None.

Future Meetings: None.

13. ADJOURNMENT – The meeting was adjourned at 11:54 a.m.

Reports and documents relating to each agenda item are on file in the District office, at 1295 East Locust St., Ontario, and are available for public inspection from 7:30 a.m. to 3:30 p.m., Monday through Friday.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Trustees; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the District offices. In addition, any such writing may also be posted on the District’s website.

The next regular meeting of the Board of Trustees is scheduled for 11:30 a.m. Wednesday, August 22, 2018, at District Offices, 1295 East Locust Street, Ontario, CA 91761.

Edith Mason, District Clerk
West Valley Mosquito and Vector Control District

Carolyn Raft, Secretary - Board of Trustees
West Valley Mosquito and Vector Control District