

The Los Angeles County West Vector Control District

Topic: **September 8th Board of Trustees Meeting**

Time: **Sep 8, 2022 - 07:30 PM**

Join Zoom Meeting by clicking on the link below:

<https://us02web.zoom.us/j/86556199832?pwd=WkILS2MvWIBWdG96M3pDQXJpL255Zz09>

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OR

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Then

Click on Join a Meeting

Enter the Meeting ID and Password below when prompted

Meeting ID: 865 5619 9832

Passcode: 463434

If you do not have a speaker or microphone installed in your computer, OR you would like to join by teleconferencing dial the following number:

+1 669 900 6833 US (San Jose)

Then

Enter the Meeting ID and Password below when prompted

Meeting ID: 865 5619 9832

Passcode: 463434

If you will be calling in from out of state, see the list below and choose the number closest to your region:

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Then

Enter the Meeting ID and Password below when prompted

Meeting ID: 865 5619 9832

Passcode: 463434



NOTICE OF A **VIRTUAL REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE LOS ANGELES COUNTY WEST
VECTOR CONTROL DISTRICT**

Zoom Meeting Only

September 8, 2022

6750 Centinela Ave.
Culver City, CA 90230
7:30 p.m.

Los Angeles County West Vector Control District

6750 Centinela Avenue, Culver City, California 90230
(310) 915-7370 ext. 230 Email: aarugay@lawestvector.org

BOARD OF TRUSTEES

President
MIKE GRIFFITHS
Torrance

Vice President
CHERYL MATTHEWS
Inglewood

Secretary
NANCY GREENSTEIN
Santa Monica

BILL AILOR
Palos Verdes Estates

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Beverly Hills

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Redondo Beach

JAKE DUPREE
Manhattan Beach

JAMES FASOLA
Hermosa Beach

AMI GANDHI
Rancho Palos Verdes

JAY GARACOCHEA
Culver City

JIM GAZELEY
Lomita

JAMES OSBORNE
Lawndale

OLIVIA VALENTINE
Hawthorne

STEVE ZUCKERMAN
Rolling Hills Estates

NOTICE OF A **VIRTUAL** REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE LOS ANGELES COUNTY WEST VECTOR CONTROL DISTRICT

September 8, 2022
7:30 p.m.

**LOS ANGELES COUNTY WEST VECTOR CONTROL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

**6750 Centinela Ave.
Culver City, CA 90230**

**Virtual Meeting on Zoom
September 8, 2022
7:30 p.m.**

NOTICE TO THE PUBLIC

Due to COVID-19, and in compliance with AB 361 the scheduled meeting will be held remotely. See instructions on the District's website (www.lawestvector.org) under the Board of Trustees section.

Residents who live or own property within the District who wish to comment on any of the listed agenda items are encouraged to attend the meeting virtually. Individuals will be allowed to address the Board at the time specified for comments on the agenda. You must be a resident or property owner within the boundaries of the District to address the Board. Comments can only be made on items listed on the agenda for action by the Board. Pursuant the Brown Act, Government Code Section 54950 et seq., the Board may not take action or discuss any item that is not listed on the agenda. The Board Chairperson has set a limit of three minutes each for those who wish to address the Board. Those who wish to speak to items being considered in Closed Session will be given the opportunity to do so prior to the Board going into closed session.

- i. Call to Order**
- ii. Roll Call**
- iii. Public Comments**

1. Authorize Board Meetings by Teleconference in Compliance with AB 361	
Staff Report:	Aaron Arugay, Executive Director
Recommended Action:	Approve

2. Minutes of the July 14, 2022 Board of Trustees Meeting	
Staff Report:	None Scheduled
Recommended Action:	Approve

3. Financial Report for July-August 2022 A) Schedule of Investments B) Bills and Salaries	
Staff Report:	None Scheduled
Recommended Action:	Approve

4. Executive Director's Report	
Staff Report:	Aaron Arugay, Executive Director
Recommended Action:	Advisory
1) WNV Update	Advisory
2) Public Education Program	Advisory
3) Field Operations Program	Advisory
4) Vector Ecology Program	Advisory

5. Motion to Approve Fedak & Brown LLP as Independent Auditor for Fiscal Years Ending June 2022 & June 2023	
Staff Report:	None Scheduled
Recommended Action:	Approve

6. Board of Trustees Comments	
Staff Report:	None Scheduled
Recommended Action:	As Determined by the Board

7. Motion to Adjourn	
Recommended Action:	Approve

1. Authorize Board Meetings by Teleconference in Compliance with AB 361

Staff Report:	Aaron Arugay
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Recommended Action:	Approve
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**Authorization to Hold Board Meetings by Teleconference
in Compliance with Assembly Bill 361**

To: Board of Trustees

From: Aaron Arugay, Executive Director

Date: September 8, 2022

For authorization: Consider finding by a majority vote pursuant to Government Code sections 54953 (e)(1)(A) and/or (B)&(C) that the Board continue to have meetings by teleconference due to the dangers posed by the COVID-19 pandemic and the measures to promote social distancing that have been recommended.

Under AB 361, local agencies can hold meetings without a public meeting space and without providing notice of the board members' teleconference locations if there is a Governor-proclaimed state of emergency and either (1) state or local officials are imposing or recommending measures to promote social distancing or (2) the Board determines that meeting in person would present imminent risks to the health or safety of attendees.

As of September 2, 2022, the Los Angeles County Department of Public Health has reported 33,187 residents of Los Angeles County have died from the virus.

On September 2, 2022 in Los Angeles County alone, 788 people were reported as hospitalized with COVID-19, along with 2,705 new positive cases and 16 new deaths.

The previous seven days, showed a daily average of 813 COVID-positive patients, 2,438 cases and 14 deaths.

The Los Angeles County Department of Public Health states that well-fitting medical masks or respirators (e.g., N95s, KN95s, and KF94s) are strongly recommended, for all persons, regardless of vaccine status in indoor public settings and businesses.

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

If the authorization to meet by teleconference is approved by a majority vote, the next board meeting will also be held remotely unless facts on the ground change significantly. In accordance with AB 361, the ability to hold meetings by teleconference will need to be reauthorized for each subsequent meeting of the board.

Recommendation:

Move that the board hold this meeting via teleconference pursuant to Government Code section 54953(e)(1)(A)-(C) and find that a proclaimed state of emergency exists due to the COVID-19 pandemic, and (i) state or local officials have imposed or recommended measures to promote social distancing, and/or (ii) meeting in person would present imminent risks to the health or safety of attendees.

Motion:

Second:

Ayes:

Noes:

Abstentions:

2. Approve Minutes of the July 14, 2022 Board of Trustees Meeting

Staff Report:

None Scheduled

Recommended Action:

Approve

**Los Angeles County West Vector Control District
Minutes of the Board of Trustees Meeting
July 14, 2022**

1. Call to Order:

Call to Order by Cheryl Matthews (Vice President of the Board of Trustees)

2. Roll Call:

Roll Call taken by Catherine Taylor (Assistant Director)

Trustees Present:

Cheryl Matthews
Nancy Greenstein
Barbara Barsocchini
Chad Blouin
James Bozajian
Mary Drummer
Jake Dupree
James Fasola
Ami Gandhi
Jay Garacochea
Jim Gazeley

Trustees Absent:

Bill Ailor
Bill DiSalvo
Mike Griffiths
James Osborne
Olivia Valentine
Steve Zuckerman

Staff/Advisors Present:

Aaron Arugay, Executive Director
Catherine Taylor, Assistant Director
Trevor Rusin, General Legal Counsel

3. Public Comments:
No public comments

4. Authorize Board Meetings by Teleconference in Compliance with AB 361:

Motion by: Nancy Greenstein
Second: Mary Drummer
Vote: Ayes: 11
 Noes: 0
 Abstentions: 0

Action: Motion Passed

5. Approve Minutes of the May 12, 2022 Board of Trustees Meeting

Motion by: Chad Blouin
Second: Jim Gazeley
Vote: Ayes: 11
 Noes: 0
 Abstentions: 0

Action: Motion Passed

6. Approve the Financial Report for May-June 2022

- A) Schedule of Investments
- B) Bills and Salaries

Motion by: Chad Blouin
Second: Mary Drummer
Vote: Ayes: 11
 Noes: 0
 Abstentions: 0

Action: Motion Passed

7. Executive Director's Report

- 1) WNV Update
- 2) Public Education Program
- 3) Field Operations Program
- 4) Vector Ecology Program

Action: Received & Filed

8. Approve the 2022-2023 Budget and Benefit Assessment

Motion by: Chad Blouin
Second: Barbara Barsocchini
Vote: Ayes: 8
 Noes: 0
 Abstentions: 3 (James Fasola, Mary Drummer, Jake Dupree)

Action: Motion Passed

9. Discussion Regarding Format of Minutes.

After discussion, the Board decided no changes were necessary to the current format of the minutes.

10. Board of Trustees Comments

- James Fasola (Trustee) commented that the Field Operations report is much easier to read and understand with the addition of pounds and acres
- Jay Garocochea (Trustee) commented that the concrete, at the entrance to the District at 6750 Centinela, needs attention due to cracks in the surface.

11. Motion to Adjourn

Motion by: James Fasola
Second: Jim Gazeley

Approved by the Board of Trustees

Nancy Greenstein, Secretary

Date

3. Financial Report for July-August 2022
A) Schedule of Investments
B) Bills and Salaries

Staff Report:	None Scheduled
Recommended Action:	Approve

Los Angeles County West Vector Control District			
Schedule of Investments			
Period Ending: July 2022			
Fund/Account	Balance	% of Return July 2022	% of Return July 2021
LAIF*	316,385.41	1.09%	0.22%
LACIF**: P81	1,115,570.51	1.35%	0.48%
P82	1,945,047.76		
Bank of America Money Market Account	374,583.72	0.00%	0.03%
Bank of America Payroll Account	574,317.76	0.00%	0.03%
	4,325,905.16		

*LAIF (Local Agency Investment fund)

**LACIF (Los Angeles County Investment Fund)

I certify that this report accurately reflects all pooled investments as reported to me by the custodial agencies and is in conformity with the investment policy as approved by the Board of Trustees of the Los Angeles County West Vector Control District on 11/9/95. A copy of this policy is available in the office of the Executive Director. The investment program herein shown provides sufficient cash flow liquidity to meet the next six months estimated expenditures.

Sources for the valuation are as follows:

State of California, Office of the Treasurer; County of Los Angeles, Office of Auditor-Controller;
Bank of America

Aaron Arugay
Executive Director

Date

<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>STATEMENT</u>	<u>AMOUNT</u>
PAYROLL	SALAR ES/PAYROLL TAXES	PERIOD: JUN. 1, TO JUL. 31, 2022	668,759.85
ADT SECURITY SYSTEMS 1069	SECURITY 5281	NV. NO.: 932323296,08202022	1,163.72
AIRGAS WEST 1109	ENTO/LAB SUPPL ES, EQUIP & SER 5115	NV. NO.: 9989109579,9989827621	286.14
AIRPORT MAR NA FORD 1120	OUTS DE AUTO REPA R 5121	NV. NO.: 628597	6,621.01
ALERT COMMUNICATIONS 1164	AHB PROGAM FUND 5117	NV. NO.: 33218,33269	2,677.51
AMERICAN MESSAG NG 1215	COMMUNICATIONS 5275	NV. NO.: L8331976WF,L8331976WG	1,394.42
ARC PROFESSIONAL SERVICES 1239	OUTS DE CONSULTANTS/SERVICES 5180	STMT. DATE: 06-24-22,08-05-22	39,740.81
AT&T MOBILITY 3200	COMMUNICATIONS 5275	STMT. DATE: 06-2022,07-2022	4,857.28
ATHENS SERVICES/UNITED PAC FIC WASTE 3921	REFUSE COLLECTION 5270	NV. NO.: 12534645,12716170	1,708.56
BEST BEST & KR EGER 1404	LEGAL SERVICES FUND 5184	NV. NO.: 938572,939552,941752	3,465.00
BLUE ANT/CLEANING CONTRACT 1447	JANITORIAL 5131	NV. NO.: 11522,11624	3,701.70
CAL FORNIA ICE CO. 1570	ENTO/LAB SUPPL ES, EQUIP & SER 5115	STMT. DATE: 05-31-22,07-01-22	3,553.00
CALPERS HEALTH BENEFITS 1610	GROUP INSURANCE 5035	STMT. DATE: 05-2022,06-2022	111,264.86
CALPERS RETIREMENT SYSTEM 1610	RETIREMENT 2084: \$17,484.81; 5030: \$137,044.46	STMT. DATE: 05-15-22,05-31-22,06-15-22,06-30-22	154,529.27
CAPOZZA ELECTRIC 1624	BLDG. MAINT. 5135	NV. NO.: 06-23-22	325.00
CLARKE MOSQUITO CONTROL PRODUCTS, NC. 1699	NSECTICIDES 5232	NV. NO.: 5099981,5102048	119,179.16
CITY OF LOS ANGELES - PUBLIC WORKS SANITATION 1810	BLDG. MAINT. 5135	NV. NO.: 20220521055	317.00
COMPLETE OFFICE 1758	OFFICE EXPENSE 5170	STMT. DATE: 07-31-22	299.99
COUNTY OF LOS ANGELES - DEPT. OF AUDITOR CONTROLLER 1810	LAFCO 5195	STMT: LAFCO 2022 -2023	2,807.95
EMERSON'S LOCKSMITH CO. NC. 2000	BLDG. MAINT. 5135	NV.NO.: 245048	210.00
FEDERAL EXPRESS CORP. 2050	OFFICE EXPENSE 5170	NV. NO.: 78-0555754,1352504,1992640,2792046,3522918,4157630 ,77724142	1,945.27
FORD PRO	COMMUNICATIONS 5275	NV. NO.: NV08648381	198.67
GOLDEN STATE ELEVATOR 2220	BLDG. MAINT. 5135	NV. NO.: 154250,155404	405.86
GOLDEN STATE WATER CO. 3580	WATER 5264	STMT. DATE: 06-2022,07-2022	987.25
GRA NGER 2228	FLD 5127:\$110.80; OFF EXP. 5170:\$467.79; LAB 5115:\$3,347.30; BLDG 5135:\$324.91	STMT. DATE: 06-02-22,07-13-22,07-15-22,07-22-22	4,250.80
HENRY P. ENG, C.P.A. 2900	BOOKKEEP NG 5186	STMT. DATE: 07-2022,08-2022	5,000.00
HOME DEPOT 2320	FIELD EQUIP. 5127: \$155.71; AHB 5117: \$693.86	STMT. DATE: 07-28-22	849.57
IMAG NE IT CLEAN, NC. 2374	JANITORIAL 5131	NV. NO.: 072022,082022	1,020.00
M & N AUTOMOTIVE REPA R NC. 2661	AUTO PARTS/ REPAIR 5121	NV. NO.: 13213,13312,13315,13317,13380,13417,13435	13,226.18
MALIBU FEED B N 2676	ENTO/LAB SUPPL ES, EQUIP & SER 5115	STMT. DATE: 05-31-22	1,117.76
MALIBU OFFICE 2579	OFFICE EXPENSE 5170	STMT. DATE: 06-2022,07-2022	1,100.00
MR. CHAD GARNET BLOU N 2862	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MR. JAKE DUPREE	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MR. JAMES BOZAJIAN 2903	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MR. JAMES FASOLA 2921	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MR. JAY GARACOCHEA 2907	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MR. JIM GAZELEY 2908	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MS. AMI GANDHI 3008	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MS. BARBARA BARSOCCH NI 3015	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MS. CHERYL MATTHEWS 3013	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MS. MARY DRUMMER 3039	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MS. NANCY GREENSTEIN 3043	BOARD EXPENSES 5161	MEETING OF 07/14/2022	100.00
MVCAC 3070	ENTO/LAB SUPPL ES 5115 \$4,092.00; MVCAC MEMBERSH P 5151:\$11,000.00	NV. NO.: 7363284,7363314	15,092.00
NATIONW DE RETIREMENT SOLUTIONS 3080	DEFERRED COMP. 2084	STMT. DATE: 06-15-22,06-30-22,07-15-22,07-31-22	25,853.32
NETWORK MAGIC UNLIMITED 3137	COMM. EQUIP. 5445	NV. NO.: 26055	1,772.84
OFFICE DEPOT INC. 3163	OFFICE EXPENSE 5170: \$1,532.43 ; HOUSEHOLD 5051 : \$376.73	STMT. DATE: 06-17-22,07-11-22,07-12-22,07-21-22	1,909.16
PRUDENTIAL OVERALL SUPPLY 3361	UNIFORMS 5070	STMT. DATE: 05-21-22,06-25-22	11,014.65

<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>STATEMENT</u>	<u>AMOUNT</u>
SHELL FLEET PLUS 3530	GASOL NE 5251	NV. NO.: 82270775,82915561	9,041.77
SHRED-IT USA 3534	REFUSE COLLECTION 5270	NV. NO.: 8001339632	610.41
STAFF REIMBURSEMENTS	FIELD EQUIP. 5127:\$53.87; AUTO PARTS 5121 :\$91.44	STMT. DATE: 07-12-22,07-19-22	145.31
SOUTHERN CAL FORNIA EDISON 3620	ELECTRICITY 5264	STMT. DATE: 06-2022,07-2022	15,502.44
STANLEY CONVERGENT SECURITY SOLUTIONS, INC. 3647	SECURITY 5281	NV. NO.: 6002595815,6002595183,6002646179	2,471.46
STERLING MESSENGER SVCS. 3682	OFFICE EXPENSE 5170	STMT. DATE: 07-01-22,08-01-22	1,179.50
SUN LIFE FINANCIAL 2175 / VSP 3998	DENTAL/VISION 5036	STMT. DATE: 06-15-22, 07-15-22	14,664.48
SUN LIFE AND HEALTH NSURANCE CO. 2175	VOLUNTARY LIFE NS 2084	STMT. DATE: 06-15-22, 07-15-22	1,577.68
TELETRAC, INC. 3730	COMMUNICATIONS 5275	NV. NO.: 92600975,09012022	2,283.72
THE GAS COMPANY 3800	GAS 5261	STMT. DATE: 06-2022,07-2022	286.62
THERMAL COMBUSTION INNOVATORS/VEOLIA TECH SOLN. 3835	ENTO/LAB SUPPL ES, EQUIP & SER 5115	NV. NO.: MD83324	138.42
TIME WARNER CABLE/CHARTER COMMUNICATIONS 3846	EDUC. MAT. & EQUIP 5171	NV. NO.: 7204631062222,7204631072222	4,158.00
TODDESIGN 3849	PUBLIC EDUC. 5171	STMT. DATE: 07-01-22	250.00
UNUM LIFE NS. CO OF AMERICA 3950	LONG TERM DIS INS 2084	STMT. DATE: 06-10-22,07-10-22	5,694.92
VECTOR CONTROL JOINT POWERS AGENCY 3970	WORK COMP 5101: \$220,003.00; LIABILITY PRGM DEPOSIT 5102: \$196,091.00; GROUP FIDELITY 5103: \$980.00; POOLED AUTO PHYS. DAMAGE DEPOSIT. 5104: \$2,814.00; PROP PRGM 5105: \$39,375.00; ALLIANT WEAPONS RESPONSE PRGM 5106: \$558.00; GEN. FUND 5108: \$5,325.00	NV. NO: VCJPA-140	465,146.00
VERIZON BUSINESS/FRONTIER 3991	TELEPHONE 5267	STMT. DATE: 06-28-22,09-25-22	7,111.30
WEX BANK (EXXON MOBIL) 2830	GASOL NE 5251	NV. NO.: 81442870,82370314	11,659.14
BANK OF AMERICA BANKCARD SERVICES	UNIFORMS 5070	REF. #: 0035,0019,0055,0068	201.05
BANK OF AMERICA BANKCARD SERVICES	ENTO/LAB SUPPL ES, EQUIP & SER 5115	REF. #: 0103,9385,3230,1267,8373,3089,7532,2123,7968,0023,4182,2036,3219,2123,6117,7349,1494,4353,6319,5488,9262,9205	1,431.27
BANK OF AMERICA BANKCARD SERVICES	AUTO PARTS/ REPAIR 5121	REF. #: 7036	548.49
BANK OF AMERICA BANKCARD SERVICES	FIELD EQUIPMENT & REPAIR 5127	REF. #: 0522	1,792.93
BANK OF AMERICA BANKCARD SERVICES	AMCA 5152	REF. #: 4966	-129.00
BANK OF AMERICA BANKCARD SERVICES	OFFICE EXPENSE 5170	REF. #: 4103,3293,4882,5901,1381,8443,8227,4272,4837,2626	1,892.09
BANK OF AMERICA BANKCARD SERVICES	PUBLIC EDUCATION 5171	REF. #: 5777,3712,8115	4,746.49
BANK OF AMERICA BANKCARD SERVICES	LEGAL & PUBLIC NOTICES 5187	REF. #: 8052	14,750.34
BANK OF AMERICA BANKCARD SERVICES	GASOL NE 5251	REF. #: 4897,0842,2930,7813,7961,7239,4699,8392,9081,1303,6348,4928,6332,7677	1,231.52
	TOTAL BILLS & SALARIES:	PERIOD: JUN. 21 TO AUG. 20, 2022	1,782,091.91
ACCOUNT TRANSFER (LACIF P81 ACCOUNT TO BofA MONEY MARKET ACCT./PAYROLL ACCT. #1465-01313)			1,000,000.00

4. Executive Director's Report

Staff Report:	Aaron Arugay, Executive Director
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Recommended Action:	Advisory
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1) WNV Update	Advisory
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2) Public Education Program	Advisory
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3) Field Operations Program	Advisory
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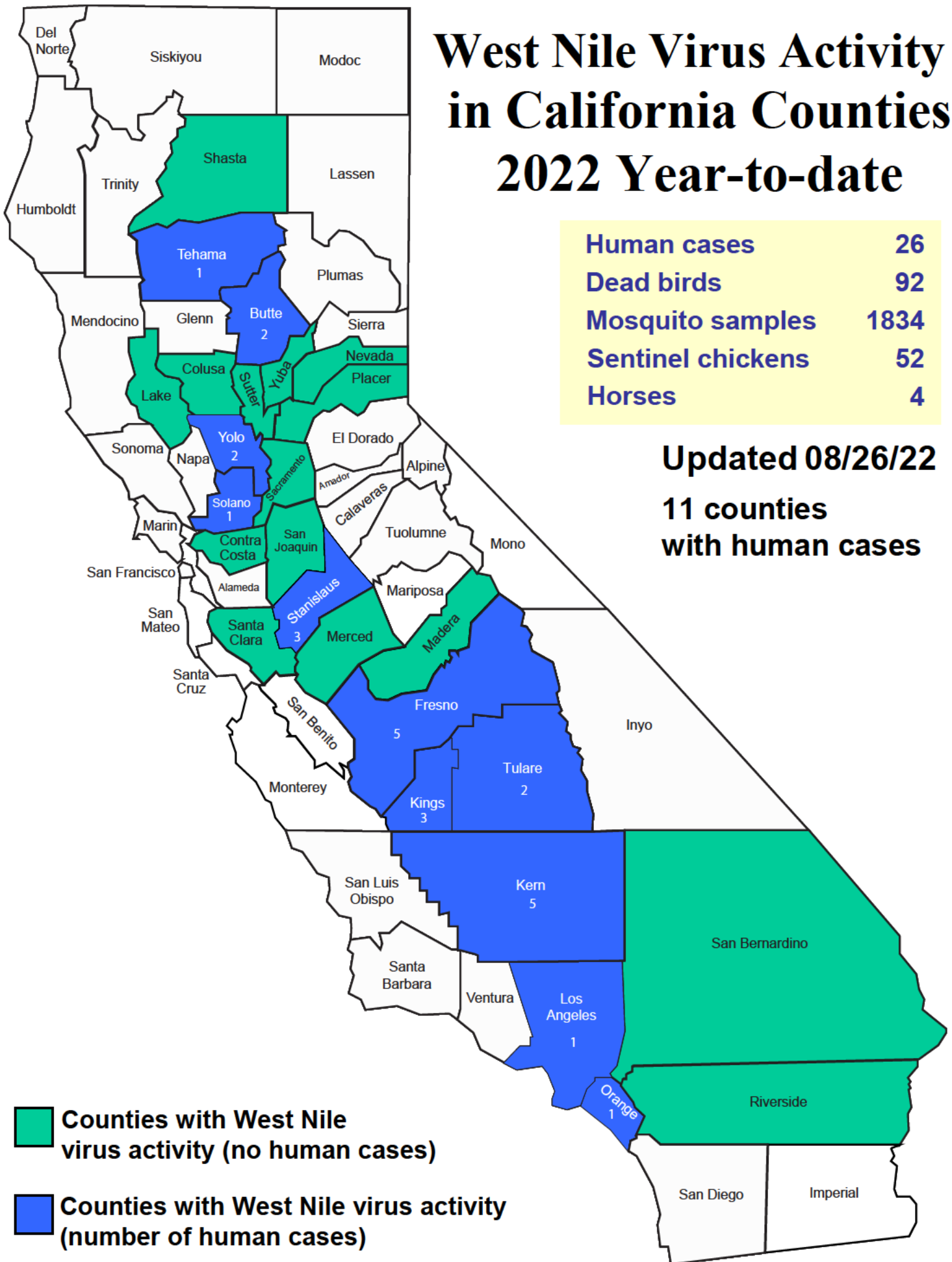
4) Vector Ecology Program	Advisory
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West Nile Virus Activity in California Counties 2022 Year-to-date

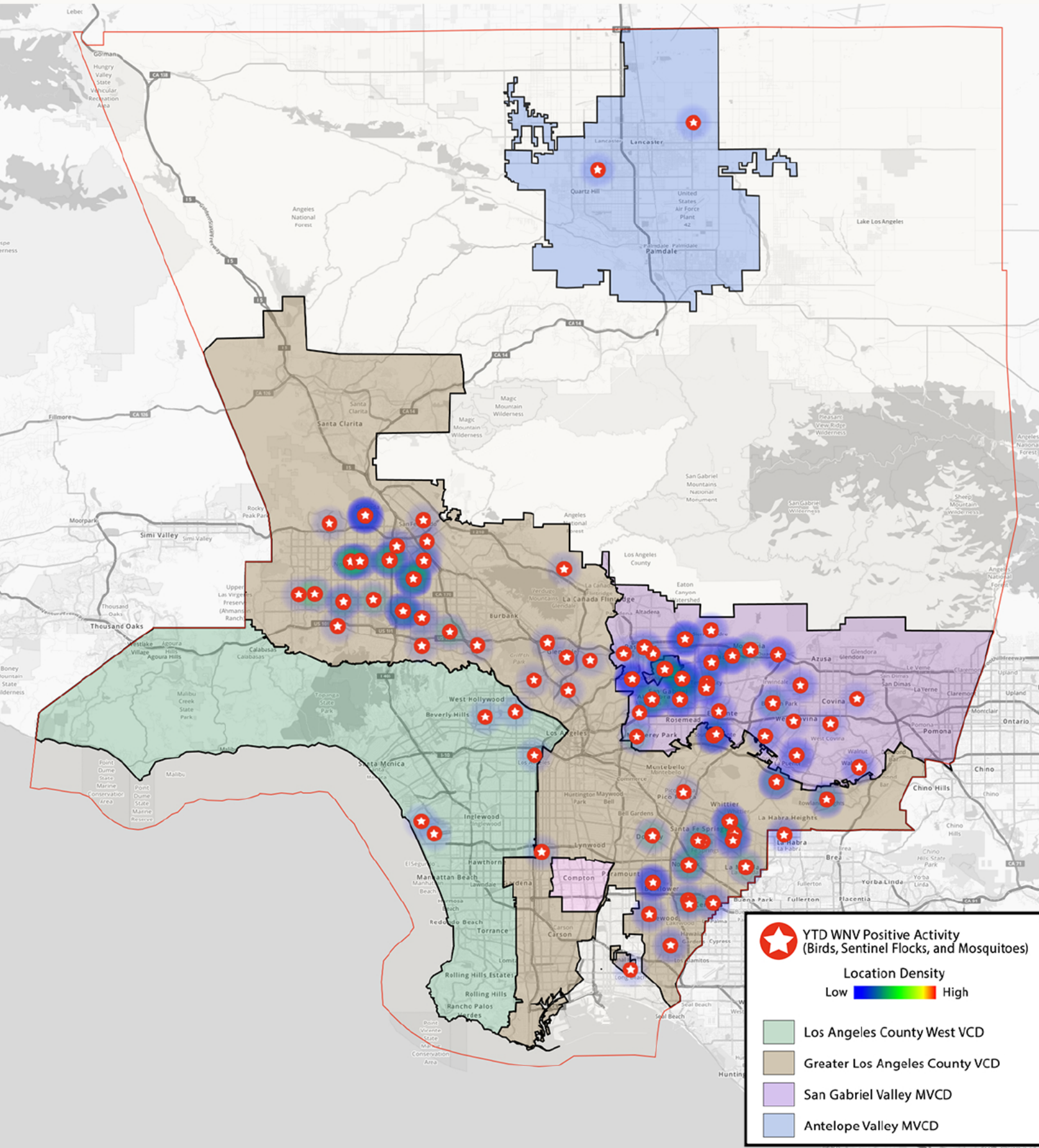
Human cases	26
Dead birds	92
Mosquito samples	1834
Sentinel chickens	52
Horses	4

Updated 08/26/22

11 counties
with human cases



2022 Los Angeles County West Nile Virus Positive Environmental Indicators by City



**2022 Los Angeles County West Nile Positive
Environmental Indicators by City/Community
Dead Bird, Sentinel Flock, and Mosquito Infections
As of 8/23/22**

City/Community	Dead Birds		Sentinel Chickens		Mosquito Pools	
	# of Positives to Date	Date First Reported	# of Positives to Date	Date First Reported	# of Positives to Date	Date First Reported
Alhambra					7	8/2/2022
Arcadia					9	7/5/2022
Arleta					3	7/26/2022
Artesia					2	8/9/2022
Baldwin Park					3	8/17/2022
Bellflower	1	8/9/2022			4	6/14/2022
Canoga Park					1	8/17/2022
Cerritos	1	8/23/2022			2	8/9/2022
Covina					1	8/23/2022
Downey					2	8/17/2022
Duarte					2	8/17/2022
Eagle Rock					1	8/17/2022
El Monte					6	7/5/2022
Elysian Valley					1	8/17/2022
Encino					4	7/26/2022
Glendale	1	8/9/2022			1	8/2/2022
Granada Hills					8	7/12/2022
Hacienda Heights					4	7/12/2022
Hawaiian Gardens					2	8/9/2022
Irwindale					2	7/12/2022
La Crescenta	1	6/21/2022				
La Habra Heights					2	8/9/2022
La Mirada					2	8/23/2022
La Puente					1	8/9/2022
Lake Balboa					3	7/12/2022
Lancaster	1	7/26/2022			1	6/21/2022

* Area served by Los Angeles County West Vector Control District

** Portion of area served by Los Angeles County West Vector Control District

Bold Text – Recently confirmed infections

**2022 Los Angeles County West Nile Positive
Environmental Indicators by City/Community
Dead Bird, Sentinel Flock, and Mosquito Infections
As of 8/23/22**

City/Community	Dead Birds		Sentinel Chickens		Mosquito Pools	
	# of Positives to Date	Date First Reported	# of Positives to Date	Date First Reported	# of Positives to Date	Date First Reported
Long Beach					2	8/9/2022
Los Angeles County (South Monrovia Island)					1	8/9/2022
Los Angeles**	2	6/14/2022	1	8/17/2022	2	8/17/2022
Los Feliz					1	8/2/2022
Mission Hills					2	7/26/2022
Monrovia					2	8/17/2022
Monterey Park					2	8/2/2022
North Hills	3	6/7/2022			3	7/26/2022
Northridge	1	7/12/2022			5	7/12/2022
Norwalk	1	7/26/2022			3	7/26/2022
Pacoima					1	8/23/2022
Panorama City	1	7/26/2022			7	7/12/2022
Pasadena					10	6/21/2022
Pico Rivera					1	8/23/2022
Playa del Rey*					1	8/17/2022
Porter Ranch					1	8/9/2022
Reseda					3	7/26/2022
Rowland Heights					3	8/9/2022
San Fernando					1	8/9/2022
San Gabriel					14	7/5/2022
San Gabriel Valley					2	8/17/2022
San Marino	2	8/9/2022			6	7/5/2022
Santa Fe Springs					4	8/9/2022
Sherman Oaks	2	8/2/2022				
Sierra Madre					2	8/2/2022
Signal Hill					1	7/26/2022

* Area served by Los Angeles County West Vector Control District

** Portion of area served by Los Angeles County West Vector Control District

Bold Text – Recently confirmed infections

**2022 Los Angeles County West Nile Positive
Environmental Indicators by City/Community**
Dead Bird, Sentinel Flock, and Mosquito Infections
As of 8/23/22

City/Community	Dead Birds		Sentinel Chickens		Mosquito Pools	
	# of Positives to Date	Date First Reported	# of Positives to Date	Date First Reported	# of Positives to Date	Date First Reported
South El Monte					2	7/26/2022
South Pasadena	1	8/2/2022			5	7/5/2022
South Whittier					2	8/9/2022
Studio City					1	8/23/2022
Tarzana					1	8/9/2022
Temple City					4	8/2/2022
Valley Glen					1	8/23/2022
Valley Village					2	8/23/2022
Van Nuys					5	7/26/2022
Walnut					2	8/17/2022
West Covina					1	8/23/2022
West Valinda/Bassett					5	7/26/2022
Whittier	1	8/23/2022			7	7/12/2022
Winnetka					2	8/17/2022

YTD West Nile Virus Activity for Los Angeles County

Total YTD West Nile Virus Activity for Los Angeles County	WNV Positive Dead Birds	New Positives	WNV Positive Sentinel Chickens	New Positives	WNV Positive Mosquito Pools	New Positives
214	19	3	1	0	194	55

YTD West Nile Virus Activity Within the District

YTD West Nile Virus Activity Within the District	WNV Positive Dead Birds	New Positives	WNV Positive Sentinel Chickens	New Positives	WNV Positive Mosquito Pools	New Positives
5	2	1	1	0	2	0

* Area served by Los Angeles County West Vector Control District

** Portion of area served by Los Angeles County West Vector Control District

Bold Text – Recently confirmed infections

Los Angeles County West Vector Control District
Arbovirus Summary
2022

Mosquitoes

Date of Weekly Report	Result	City	Zip Code	Species
8/17/22	WNV+	Los Angeles City	90007	Culex quinquefasciatus
8/17/22	WNV+	Playa Del Rey (L.A. City)	90293	Culex erythrothorax

Dead Birds

Date of Weekly Report	Result	City	Zip Code	Species
8/23/22	WNV+	Los Angeles City	90004	American Crow
6/14/22	WNV+	Los Angeles City	90045	Common Raven

Sentinel Chickens

Date of Weekly Report	Result	City	Zip Code	Band Number
8/17/22	WNV+	Los Angeles City	90036	1717

August 2022

Public Education

PUBLIC EDUCATION PROGRAM

BACKGROUND

An essential program of the District includes educating the public about the life cycle of honeybees, mosquitoes, ticks, vector-borne diseases, property owners' responsibilities, and functions of the District. General public education is accomplished through the means of informational brochures, fact sheets, city bulletins, public speaking engagements, public service announcements, informational booths at community events, and the District web site (www.lawestvector.org).

Due to the COVID-19 pandemic all public education programs will be done remotely until further notice. The District continues to provide staff for public speaking engagements and community events through virtual technologies.

SCHEDULING OF EVENTS

Please contact the District to schedule an event or if you are aware of an organization that may benefit from receiving the latest information regarding the West Nile virus, Africanized honeybees, Lyme disease, or other vector-borne diseases.

Heather Teodoro: (310) 915-7370, ext. 225

Catherine Taylor: (310) 915-7370, ext. 232

August 2022

Field Operations

Hyperion Water Reclamation Plant:

Hyperion staff continue to focus on any potential breeding sites in offline batteries and clarifiers. An additional area of concern is the Carver Greenfield Basement which experienced some flooding during this period.

Bi-weekly meetings continue with Hyperion staff to exchange updates on mosquito activity in the facility. Mosquito trap counts were low during this reporting period.

Chevron Refinery:

Area Treated:

2,185.51 sq. yds (0.451 acres)

Type of Source:

20 drain channel, 20 Excess Water, 8 box drain

Treatment Products:

68.90 oz. (4.306 lbs.) of FourStar 90-day briquets

25.80 oz. (1.613 lbs.) of Altosid 30-day briquets

3.85 oz. (0.241 lbs.) of VectoMax water soluble packets

Baldwin Hills Oil Fields:

Area Treated:

6,530.47 sq. yds (1.349 acres)

Type of Source:

4 box drains, 21 containers, 3 drain channel,
485 oil sumps, 12 ponds, 2 excess water

Treatment Products:

220 oz. (13.750 lbs.) of FourStar 150-day briquets

18.2 oz. (1.138 lbs.) of FourStar 90-day briquets

9.49 oz. (0.593 lbs.) of VectoBac granules

7.39 fl. oz (0.058 gal) of Agnique liquid

244.65 oz (15.291lbs) of VectoMax water soluble packets

Ballona Wetlands:

Area Treated: 0

Type of Source: 0

Treatment Products: No treatment this period.

Torrance Refinery:

Area Treated: 0

Type of Source: 0

Treatment Products: No treatment this period.

Underground Drains:

Area Treated:

263,131.88 sq yds (54.366 acres)

Type of Source:

892 underground drains

Treatment Products:

166.60 oz (10.413 lbs.) of VectoMax water soluble packets
922.50 oz. (57.66 lbs.) of FourStar 150-day briquets
56.78 oz. (3.549 lbs.) of Altosid XR briquets
937.80 fl. oz. (7.327 gal) of VectoBac liquid
92.78 fl. oz. (0.725 gal) of Altosid liquid
0.57 fl. oz. (0.004gal) of Agnique liquid
24.17 oz. (1.511 lbs.) of VectoMax granules
4.62 oz. (0.288 lbs.) of Altosid Pellets
35.22 oz. (2.201lbs.) of VectoBac granules

Madrona Marsh:

Area Treated:

14,566,44 sq. yds (3.0092 acres)

Type of Source:

5 Marsh

Treatment Products:

640.14 oz. (40.009 lbs.) of VectoLex granules.

320 oz. (20.000 lbs.) of VectoMax granules.

2.94 oz. (0.184 lbs.) of VectoBac granules.

Playa Vista Marsh System:

Area Treated:

425,920 sq. yds (88 acres)

Type of Source:

64 marsh, 24 creek

Treatment Product:

8960.00 oz (560 lbs.) of VectoBac granules

3840.00 oz (240 lbs.) of VectoMax granules

15360.00 oz (960 lbs.) of VectoLex granules

**MOSQUITO SERVICE REQUEST CALLS BY CITY
JULY - DECEMBER 2022**

NO.	CITY							
		Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	TOTAL
1	Agoura Hills	2	6					8
2	Beverly Hills	7	5					12
3	Calabasas		2					2
4	Culver City	7	7					14
5	El Segundo	2	6					8
6	Hawthorne		7					7
7	Hermosa Beach	1	2					3
8	Hidden Hills		2					2
9	Inglewood	1	1					2
10	Lawndale		2					2
11	Lomita	1	2					3
12	Los Angeles City	78	129					207
13	L.A. Co. Unincorporated Areas – (Malibu, Topanga, etc.)	3	13					16
14	Malibu City							
15	Manhattan Beach		3					3
16	Palos Verdes Estate							
17	Rancho Palos Verdes	2	2					4
18	Redondo Beach	7	3					10
19	Rolling Hills	1						1
20	Rolling Hills Estates	1	1					2
21	Santa Monica	6	11					17
22	Torrance	12	6					18
23	West Hollywood		7					7
24	Westlake Village		4					4
	Total (All Cities)	131	221					352

AHB SERVICE CALLS BY CITY
JULY - DECEMBER 2022

NO.	CITY							TOTAL
		Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	
1	Agoura Hills	1	3					4
2	Beverly Hills	14	7					21
3	Calabasas	3	5					8
4	Culver City	6	2					8
5	El Segundo	2	2					4
6	Hawthorne	6	3					9
7	Hermosa Beach	1						1
8	Hidden Hills		1					1
9	Inglewood	12	11					23
10	Lawndale	7						7
11	Lomita	7	5					12
12	Los Angeles City	88	53					141
13	L.A. Co. Unincorporated Areas – (Malibu, Topanga, etc.)	3	1					4
14	Malibu City							
15	Manhattan Beach		1					1
16	Palos Verdes Estate	3	1					4
17	Rancho Palos Verdes	2	5					7
18	Redondo Beach	7						7
19	Rolling Hills	1	1					2
20	Rolling Hills Estates		2					2
21	Santa Monica	6	4					10
22	Torrance	11	5					16
23	West Hollywood							
24	Westlake Village		1					1
	Total (All Cities)	180	113					293

January 2017 through December 2022

Stinging Insects

(Africanized honeybees, yellow jackets, bumble bees, wasps, carpenter bees, etc.)

Service Requests and Treatments

MONTH	2017	2018	2019	2020	2021	2022
Jan.	26/14/6	34/19/8	44/24/9	35/31/11	41/33/18	14/10/5
Feb.	69/35/12	74/38/11	75/42/20	48/43/15	42/35/18	79/46/18
Mar.	195/119/40	115/70/26	117/59/22	97/84/31	78/67/27	148/94/20
Apr.	515/303/90	418/216/71	448/209/68	75/52/18	207/140/65	230/145/53
May	383/217/79	301/184/77	436/211/74	180/137/45	186/105/63	258/159/48
June	481/266/121	395/218/92	481/215/83	167/134/51	153/91/66	227/162/75
July	526/374/193	367/216/112	387/196/65	236/199/87	100/43/31	222/180/71
Aug.	358/243/142	358/243/142	412/261/94	232/197/83	136/74/46	161/113/52
Sept.	418/283/157	311/206/110	488/292/101	200/171/69	107/66/38	
Oct.	320/228/119	269/185/88	214/121/46	158/129/61	163/97/43	
Nov.	208/145/92	177/115/42	236/139/53	86/64/29	75/61/29	
Dec.	84/45/18	52/30/12	53/34/8	42/33/13	22/17/10	
TOTAL	3583/2272/1069	2803/1709/751	3391/1803/643	1556/1274/513	1310/829/454	

Figures listed above represent the following: total number of calls the district received, service request responses, and total number of treatments.

Current Status Summary

Vector Ecology Monthly Report

August 2022

Sentinel Chickens: See “WNV Update” section.

Adult Mosquito Collections: See “WNV Update” section.

Midge Collections:

Ballona Creek: During this reporting period, adult midge populations at the Ballona Creek averaged [0.003079](#) grams/trap night.

Samples averaged [0.002253](#) grams/trap night over the last reporting period.

Palos Verdes Peninsula: Information on Sweet Itch is available on the District's website.

5. Motion to Approve Fedak & Brown LLP as Independent Auditor for For Fiscal Years Ending June 2022 & June 2023

Staff Report:	None Scheduled
Recommended Action:	Approve

Los Angeles County West Vector Control District

To: Board of Trustees
From: Aaron Arugay, Executive Director
Date: September 8, 2022
Subject: Annual District Audit

Recommendation:

District staff recommends that the Board approve Fedak & Brown LLP as the independent auditor to provide annual audit services for fiscal years ending June 2022 & June 2023.

Attached for Reference:

- Transmittal Letter
- Executive Summary
- Qualifications and Experience
- Client List
- Firm Provided Affirmations
- Cost Proposal

Motion:

To approve Fedak & Brown LLP as the independent auditor to provide annual audit services for the Los Angeles County West Vector Control District for fiscal years ending June 2022 and June 2023.



Christopher J. Brown, CPA, CGMA
Jonathan Abadesco, CPA
Andy Beck, CPA

Fedak & Brown LLP

Certified Public Accountants

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6081 Orange Avenue
Cypress, California 90630
(657) 214-2307
FAX (714) 527-9154

Riverside Office:
1945 Chicago Avenue, Suite C-1
Riverside, California 92507
(951) 783-9149

August 20, 2022

Mr. Aaron Arugay, Executive Director
Los Angeles County West Vector Control District
6750 Centinela Avenue
Culver City, California 90230

Re: Request for Proposal for Independent Auditor Services

Dear Mr. Arugay:

We appreciate the opportunity to submit our proposal to provide annual audit services for the Los Angeles County West Vector Control District (District).

In response to your inquiry of Fedak & Brown LLP (Firm), we have prepared a proposal that reflects our understanding of the District's audit service requirements and that demonstrates our capability and commitment to serve. Our goal is to build a strong partnership with the District and demonstrate the highest levels of client service.

We understand that you expect a timely audit service conducted in a professional manner in accordance with audit service standards specific to governmental entities such as yours. We are committed to meet all the requirements you have indicated, and we will issue the reports and meet the timing requirements you have requested. We believe we are uniquely qualified to provide the quality and scope of service that the District desires.

Focused on the Special District Industry

Our client service team members are specialists in the governmental special district sector. This means they each focus a substantial portion of their time serving special district governmental clients. We know and understand your organization and the climate within which you work.

Our Firm audits over 50 governmental special districts in the State of California; as a result, this enables our Firm to continuously be immersed in the governmental, financial, and operational issues related to special districts.

Organized to Serve

Our service approach ensures that the District will receive the highest quality, personalized service when and where you need it. By tailoring our approach, we guarantee that the District will receive timely and attentive service that forms the hallmark of our approach to serving clients. **Our governmental audit and consulting practice accounts for a substantial portion of our Firm's annual services.** Therefore, we have made a substantial commitment and investment to serve our governmental clients.

Mr. Aaron Arugay, Executive Director
Los Angeles County West Vector Control District
August 20, 2022
Page 2

Organized to Serve, continued

While our governmental experience is substantial, it is not the only factor that sets us apart from other firms; moreover, it is the commitment to utilize our resources and experience for the benefit of our clients.

Our approach to the engagement will be to establish a delivery system for providing a truly exceptional level of service. Each element of that system including staffing, audit approach, communication, and coordination will be examined and refined to fit the needs of the District. The hardest to quantify may be the relationship aspect of working with one professional service firm versus another. Because of the service delivery approach, we are recommending and our history of working with many special district governmental units like the District's, we are confident that our Firm knows how to address the unique needs of the District.

Our staff members assigned to the District are experienced governmental professionals that have managed numerous audit and attest engagements. Each of our staff has extensive experience that allows for a new outlook with innovative suggestions to improve quality and efficiency. We believe that our references will show that we are the best selection for the District. The choice of an audit firm should be based upon several factors including, but not limited to, staff retention, training programs, proactively addressing governmental industry changes, and adherence to a strict quality control program.

We are confident that we will provide the District with consistent staffing over the contract period as the continuity of staff is as important to us as it is to the District. We will be committed to the District and believe that our audit engagement team is the best selection for the District.

Our proposal represents our irrevocable offer for a period of 180 days from the date of this letter to provide audit services to the District. You may contact, Christopher Brown or Jonathan Abadesco if you have any questions or need additional information. Christopher Brown will be your primary contact during the proposal evaluation period. He may be reached at (657) 214-2307, or by e-mail at chris@fedakbrownllp.com.

We look forward to hearing from you soon.

Cordially,

Fedak & Brown LLP

FEDAK & BROWN LLP
CERTIFIED PUBLIC ACCOUNTANTS

Executive Summary

Audit Engagements

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to audits contained in the Government Auditing Standards issued by the Comptroller General of the United States. The audit engagements will be comprised of the following elements:

- 1. Audit of the Basic Financial Statements of the District and Assistance in the Preparation of the District's Annual Financial Report;**
- 2. Preparation of the District's Annual State Controller's Report;**
- 3. Preparation of Management Reports for the District;**
- 4. Provide guidance and technical assistance to the District in implementing Governmental Accounting Standards issued, including Annual Accounting Update Session (as required)**

Previous Audits Engagements

The Government Auditing Standards establishes that auditors should evaluate whether the audited entity must take appropriate corrective action to address findings and recommendations from previous engagements that could have a material effect on the subject matter, or an assertion about the subject matter, of the examination engagement.

Reporting Deficiencies in Internal Control, Fraud, Noncompliance with Provisions of Laws, Regulations, Contracts, and Grant Agreements, and Abuse

The Government Auditing Standards establishes that during the performance of Generally Accepted Governmental Auditing Standards (GAGAS) examination engagements, auditors should report, based upon the work performed, (1) significant deficiencies and material weaknesses in internal control; (2) instances of fraud and noncompliance with provisions of laws or regulations that have a material effect on the subject matter or an assertion about the subject matter and any other instances that warrant attention of those charge with governance; (3) noncompliance with provisions of contracts or grant agreements that has a material effect on the subject matter or an assertion about the subject matter of the examination engagement; and (4) abuse that has a material effect on the subject matter of the examination engagement.

Also, Government Auditing Standards requires an additional reporting standard that auditors must follow. It requires the auditor to communicate his/her responsibility in a financial statement audit, including responsibilities for testing and reporting on internal controls and compliance with laws and regulations.

Commitment to the Highest Professional Standards

Our Firm is committed to the highest professional standards and our client service teams are fully versed in current professional guidance. Our Firm's extensive experience translates into a service approach that includes providing clients the educational tools to properly implement new accounting pronouncements. We encourage our clients to reach out with questions they may have. ***Our client service teams were integral to the implementation of Governmental Accounting Standards Board (GASB) No. 75 and 68 for our clients throughout the State of California and are prepared to provide assistance as the implementation date for GASB No. 87 approaches.*** Our client service approach includes review and assistance with current and pending GASB pronouncements.

Firm Qualifications and Experience

Identification of Proposer and Geographic Location to the District

Fedak & Brown LLP, Certified Public Accountants, is celebrating over 35 years of client service.

Our Firm is a full-service firm licensed to practice in the State of California providing accounting, audit, and consulting services for governmental and commercial enterprises, as well as extensive tax planning for domestic and international entities throughout the State of California. Our Governmental Services personnel are trained professionals with extensive experience in governmental accounting, auditing, and consulting services with offices in Cypress, and Riverside, California.

Your main contact will be Mr. Christopher Brown. Our contact information can be located on our letterhead. All of the work for the District will be staffed directly out of our Cypress and Riverside offices and will not be subcontracted to any other firm.

Our Firm is fully automated in-house and utilizes current technology and software on all audit engagements. We utilize CCH ProSystems *fx* Engagement ® Audit Software.

Professional Education

It is a requirement of the State Board of Accountancy for all public accounting firms who are involved in governmental auditing to allocate a specific portion of continuing education in governmental accounting and auditing every two years. Fedak & Brown LLP has met this requirement for all staff involved with governmental accounting and auditing. Our Firm's strict adherence to these continuing professional education standards ensures the highest quality of staff assigned to the District's audit over the term of our agreement. Our Firm also requires that all personnel at all organizational levels adhere to the independence rules, regulations, interpretations, and rulings of the AICPA, California State Society of CPAs, State Board of Accountancy, State Statute, and in some cases, the Securities and Exchange Commission and other regulatory agencies. Fedak & Brown LLP has never been the object of any disciplinary action in its entire existence.

Experience and Technical Competence

We have prepared a listing of some of our governmental audit clients on the next page. We believe this listing exemplifies that we have significant experience in conducting high-quality audits of local governments and enterprise special districts. Our governmental audit team has significant experience in auditing special district governmental agencies and our team members may have conducted some of these audits over the past year (see next page).

“We Are Committed to the Governmental Special District Industry!”

The following is a listing of some of our Governmental Special District Clients that our Audit Teams have served by County!

Kern County

*Bear Valley Community Services District
Indian Wells Valley Water District
Stallion Springs Community Services District*

Los Angeles County

*Castaic Lake Water Agency
Crescenta Valley Water District
Greater Los Angeles County Vector Control District
Long Beach Airport
Long Beach Water Department
Palmdale Water District
Palos Verdes Library District
San Gabriel Valley Municipal Water District
Sanitation Districts of LA County
Southern California Library Cooperative
Valley County Water District
Water Replenishment District*

Orange County

*Buena Park Library District
Capistrano Bay Community Services District
East Orange County Water District
El Toro Water District
Irvine Ranch Water District
Mesa Consolidated Water District
Nature Reserve of Orange County
Rossmoor/Los Alamitos Area Sewer District
Santiago County Water District
Southern California Coastal Water Resource Authority
Yorba Linda Water District*

Riverside County

*Beaumont-Cherry Valley Water District
Cabazon Water District
Coachella Valley Mosquito and Vector Control
Desert Recreation District
Edgemont Community Services District
Idyllwild Fire Protection District
Lake Hemet Municipal Water District
Northwest Mosquito and Vector Control
Santa Ana Watershed Project Authority
Temecula Public Cemetery District
Western Municipal Water District*

Santa Barbara County

*Goleta Water District
Montecito Water District
Santa Maria Public Airport Authority
Santa Ynez Community Services District
Summerland Sanitary District*

San Bernardino County

*Baldy Mesa Water District
Big Bear City Community Services District
Big River Community Services District
Chino Basin Water Conservation District
Chino Basin Watermaster
Helendale Community Services District
Hi-Desert Water District
Inland Empire Utilities Agency
Joshua Basin Water District
Mojave Water Agency
Monte Vista Water District
Phelan Pinon Hills Community Services District
San Bernardino Valley Water Conservation District
Victor Valley Wastewater Reclamation Authority
Water Facilities Authority - JPA
West Valley Mosquito and Vector Control District
West Valley Water District*

San Diego County

*Leucadia Wastewater District
Public Agency Self-Insurance System
Rincon Del Diablo Water District
Vallecitos Water District*

Ventura County


*Gold Coast Transit
Oxnard Harbor District
Pleasant Valley Recreation and Park District
Saticoy Sanitary District
Triunfo Sanitation District
Ventura County Resource Conservation District
Ventura Regional Sanitation District*

Northern California/Bay Area

*Aromas Water District
Avila Beach Community Services District
Butte County Mosquito and Vector Control District
Central Water District
Coastside County Water District
North Marin Water District
McKinleyville Community Services District
Oakdale Irrigation District
Pajaro Valley Water Management Agency
Purissima Hills Water District
San Lorenzo Valley Water District
Scotts Valley Water District
Solano Irrigation District
Soquel Creek Water District
Westborough Water District*

Firm Provided Affirmations

- A. Fedak & Brown LLP affirms that the Firm and all key professional staff are properly registered and licensed or supervised by certified public accountants in good standing duly authorized to practice in the State of California.
- B. Fedak & Brown LLP affirms that the Firm is independent of the District, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial and compliance audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States.
- C. Fedak & Brown LLP affirms that the Firm currently maintains errors and omissions insurance coverage in the aggregate amount of one million dollars and general liability coverage of two million dollars. The Firm will provide the required insurance coverage and Accord insurance form to the District upon acceptance of the audit engagement.
- D. Fedak & Brown LLP affirms that it has the necessary experience to conduct high-quality audits of local government and enterprise special districts and agencies in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial and compliance audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States and the Single Audit Act. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).
- E. Fedak & Brown LLP affirms that it will meet your timing requirements to begin and complete the audit of the District.
- F. Fedak & Brown LLP affirms that it will staff the audit of the District with experienced personnel and not use this audit as training grounds for new staff and that no person designated as “key” to the project shall be removed or replaced without the prior written consent of the District.
- G. Fedak & Brown LLP affirms that it has never been the subject of any lawsuits, claims of fraud, malpractice and/or disciplinary action by any State or Federal District in relation to the Firm’s governmental practice in its entire existence.
- H. Fedak & Brown LLP affirms that it has not been censured or disciplined from the State Board of Accountancy.
- I. Fedak & Brown LLP affirms that it will allow the District or their designee access to pertinent District audit work papers, financial reports, and management letters.
- J. Fedak & Brown LLP affirms that it has never filed bankruptcy, there is no pending litigation against the Firm, there are no planned office closings, there are no impending mergers, and there are no potential labor disputes that may impede us the ability to complete the audit for the District.

Signature of Authorized Official: 
Name: Christopher Brown, CPA CGMA
Title: Partner
Firm: Fedak & Brown LLP
Date: August 20, 2022

Cost Proposal
Independent Auditor Services
For The Years Ended June 30, 2022 and 2023
Optional Fiscal Years 2024 Through 2026

Los Angeles County West
Vector Control District

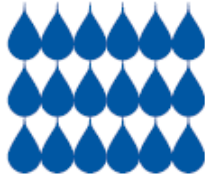
Prepared by:

Fedak & Brown LLP
Certified Public Accountants
6081 Orange Avenue
Cypress, California 90630
(657) 214-2307



Contact Person:

Christopher J. Brown, CPA, CGMA, Partner
chris@fedakbrownllp.com



Christopher J. Brown, CPA, CGMA
Jonathan Abadesco, CPA
Andy Beck, CPA

Fedak & Brown LLP

Certified Public Accountants

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6081 Orange Avenue
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FAX (714) 527-9154

Riverside Office:
1945 Chicago Avenue, Suite C-1
Riverside, California 92507
(951) 783-9149

August 20, 2022

Mr. Aaron Arugay, Executive Director
Los Angeles County West Vector Control District
6750 Centinela Avenue
Culver City, California 90230

Re: Request for Proposal for Independent Auditor Services

Dear Mr. Arugay:

Based on our understanding of the Los Angeles County West Vector Control District's (District) requirements, our fee for audit services, estimated out-of-pocket costs, and preparation of the District's annual Financial Transactions Report at our discounted rates for the fiscal year ending June 30, 2022, and 2023, and optional fiscal years 2024 through 2026 will be **\$14,375** each year, respectively. These fees are based on our understanding of the District's audit requirements.

The components of this audit services fee proposal and out-of-pocket costs for the fiscal years ending June 30, 2022, through 2026 are itemized in the attached Exhibits.

Our not-to-exceed fee proposal is contingent upon our understanding of your requirements and the assistance we require as noted in our audit technical proposal.

Additional services not included in this proposal will be based on our discounted billing rates based on the level of experience required. We would execute a separate contract for these services, if they are requested by the District.

I am authorized to make representations for Fedak & Brown LLP and am duly authorized to sign a contract with the District.

Christopher J. Brown, CPA CGMA

August 20, 2022

Date

Exhibit I – Proposed Hours and Our Fees

Proposed Hours and Our Fees

We anticipate that, for the fiscal years ending June 30, 2022, and 2023 and optional fiscal years 2024 through 2026, the audit of the District will average approximate 120 audit hours. These hours, by major area, are summarized as follows:

<u>Audit Steps</u>	<u>Partners</u>	<u>Manager/Sup</u>	<u>Staff</u>	<u>Total</u>
Planning	2	2	10	14
Control Testwork	4	8	15	27
Substantive Testwork	4	15	35	54
Reporting	5	10	10	25
Total Hours	<u>15</u>	<u>35</u>	<u>70</u>	<u>120</u>

As shown above, we expect approximately 42% of engagement hours to come from the Partners, Managers assigned to the engagement.

Working on the premise that we will be provided with a year-end trial balance, along with an audit package of reconciled balances and supporting schedules of all balance sheet accounts, we expect to perform the audit of the District at fees as stated in the attached Schedule of Professional Fees on Page 3 for the fiscal years ending June 30, 2022 and 2023 and optional fiscal years 2024 through 2026, respectively.

Our fees are based on the product of the time spent on the engagement and the billing rates of the individuals assigned, plus out-of-pocket costs (such as, report reproductions, typing, postage, travel, copies, telephone, etc.). We will obtain the assistance of the District's personnel to the extent possible and otherwise endeavor to keep these charges to a minimum. We will submit progress billings monthly to your office as our work progresses, which will be due and payable thirty days from the date of the invoice.

Based upon the present size and scope of the activities of the District, we expect to perform the services enumerated above at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the audits. We have provided a breakdown of our current hourly rates, which would apply to this engagement on the attached Schedule of Professional Fees by Hours on Pages 4 and 5 of this cost proposal.

In accordance with your request for proposal and the Office of Management and Budget Circular A-128 and State requirements, we will maintain our work papers for at least seven years and make them available to the District, state agencies, the General Accounting Office, and other parties upon the direction of the District.

We want the Board to understand that we will provide any assistance and answer any questions that the District's staff or members of the Board may have when they arise for the entire duration of our contract. We find it important to stay abreast of the District's activities and accounting issues during the entire engagement.

We would like to thank you and the Board for the opportunity to submit a proposal for the auditing services of the District. Because of our experience in special districts and our interest in the District, we will provide you with assistance in your operations as well as meet the audit needs of the organization. We will also continually make recommendations on these and other matters that come to our attention. We are proud of the professional services we provide and encourage you to make inquiries to any of our clients about their satisfaction with our services and the quality of our staff.

Exhibit II – Schedule of Professional Fees

Fiscal Year	District Total Audit Service Fees*	Financial Transactions Report	Estimated Not-to-Exceed Out-of-Pocket Costs**	Total Not-to-Exceed Amount
Fiscal Year 2022	\$ 12,900	625	850	14,375
Fiscal Year 2023	12,900	625	850	14,375
Total	\$ 25,800	1,250	1,700	28,750
Optional Fiscal Years				
Fiscal Year 2024	\$ 12,900	625	850	14,375
Fiscal Year 2025	\$ 12,900	625	850	14,375
Fiscal Year 2026	\$ 12,900	625	850	14,375

* Professional Audit Service Fees - Labor Only

** Estimated Out-of-Pocket Costs Consist of: Travel, Mileage, Postage & Printing Costs

Please note that any additional services requested by the District during the audit period shall be negotiated at the stated hourly rates per year as noted in the following schedules per year.

See Our Personnel Hourly Rates and Hours Estimated per Engagement on the following page.

Exhibit III – Schedule of Fees by Hours

Breakdown of Fees By Hours – Fiscal Year 2022

Fiscal Year 2022 Audit of:	<u>Hours</u>		<u>Hourly Rates</u>		<u>Total</u>
District's Basic Financial Statements					
Partner - Engagement and Technical	15	\$	160	\$	2,400
Manager/Supervisor	35		120		4,200
Senior/Staff	70		90		6,300
Total Financial Statement Audit for 2022	<u>120</u>				<u>12,900</u>
Out-of-Pocket Expenses (Travel, Postage & Printing Costs)					<u>850</u>
Preparation of the District's Annual State Controller's Report	5	\$	125		625
Total Maximum for 2022				\$	<u>14,375</u>

Breakdown of Fees By Hours – Fiscal Year 2023

Fiscal Year 2023 Audit of:	<u>Hours</u>		<u>Hourly Rates</u>		<u>Total</u>
District's Basic Financial Statements					
Partner - Engagement	15	\$	160	\$	2,400
Manager/Supervisor	35		120		4,200
Senior/Staff	70		90		6,300
Total Financial Statement Audit for 2023	<u>120</u>				<u>12,900</u>
Out-of-Pocket Expenses (Travel, Postage & Printing Costs)					<u>850</u>
Preparation of the District's Annual State Controller's Report	5	\$	125		625
Total Maximum for 2023				\$	<u>14,375</u>

Optional - Breakdown of Fees By Hours – Fiscal Year 2024

Fiscal Year 2024 Audit of:	<u>Hours</u>		<u>Hourly Rates</u>		<u>Total</u>
District's Basic Financial Statements					
Partner - Engagement	15	\$	160	\$	2,400
Manager/Supervisor	35		120		4,200
Senior/Staff	70		90		6,300
Total Financial Statement Audit for 2024	<u>120</u>				<u>12,900</u>
Out-of-Pocket Expenses (Travel, Postage & Printing Costs)					<u>850</u>
Preparation of the District's Annual State Controller's Report	5	\$	125		625
Total Maximum for 2024				\$	<u>14,375</u>

Exhibit III – Schedule of Fees by Hours

Optional – Breakdown of Fees By Hours – Fiscal Year 2025

Fiscal Year 2025 Audit of:	<u>Hours</u>		<u>Hourly Rates</u>		<u>Total</u>
District's Basic Financial Statements					
Partner - Engagement	15	\$	160	\$	2,400
Manager	35		120		4,200
Senior/Staff	70		90		6,300
Total Financial Statement Audit for 2025	<u>120</u>				<u>12,900</u>
Out-of-Pocket Expenses (Travel, Postage & Printing Costs)					<u>850</u>
Preparation of the District's Annual State Controller's Report	<u>5</u>	\$	125		<u>625</u>
Total Maximum for 2025				\$	<u><u>14,375</u></u>

Optional – Breakdown of Fees By Hours – Fiscal Year 2026

Fiscal Year 2026 Audit of:	<u>Hours</u>		<u>Hourly Rates</u>		<u>Total</u>
District's Basic Financial Statements					
Partner - Engagement	15	\$	160	\$	2,400
Manager	35		120		4,200
Senior/Staff	70		90		6,300
Total Financial Statement Audit for 2026	<u>120</u>				<u>12,900</u>
Out-of-Pocket Expenses (Travel, Postage & Printing Costs)					<u>850</u>
Preparation of the District's Annual State Controller's Report	<u>5</u>	\$	125		<u>625</u>
Total Maximum for 2026				\$	<u><u>14,375</u></u>

6.

Board of Trustees Comments

Staff Report:

None Scheduled

Recommended Action:

As determined by the Board

7.

Motion to Adjourn

Recommended Action:

Approve