

# **GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT MINUTES NO. 2010-07**

A regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District was held at 7:07 p.m. on Thursday, July 8, 2010, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

## **TRUSTEES PRESENT**

Sally Flowers, President, *(City of Artesia)*  
Victor Bello, *(City of Bell)*  
Ray T. Smith, *(City of Bellflower)*  
Dr. Jeff D. Wassem, *(City of Burbank)*  
Harold Williams, *(City of Carson)*  
Tina Baca Del Rio, *(City of Commerce)*  
Mison Levi, *(City of Cudahy)*  
Meredith Perkins, *(City of Downey)*  
Barry Bruce, *(City of Hawaiian Gardens)*  
Armine Perian, *(City of Glendale)*  
Elba Romo, *(City of Huntington Park)*  
Jim Remington, *(City of La Habra Heights)*  
Joseph Esquivel, *(City of Lakewood)*  
Dr. James Lawson, *(County of Los Angeles)*

Gabe Garcia, *(City of La Mirada)*  
Robert Campbell, Sec.-Treasurer *(City of Long Beach)*  
Jim Morton, *(City of Lynwood)*  
Ana Rosa Rizo, *(City of Maywood)*  
Cheri Kelley, *(City of Norwalk)*  
Tom Hansen, *(City of Paramount)*  
Bob Archuleta, *(City of Pico Rivera)*  
Robert Newman, *(City of Santa Clarita)*  
Michael Madrigal, *(City of Santa Fe Springs)*  
Dr. Hazel Wallace, *(City of Signal Hill)*  
Joseph Gonzales, *(City of South El Monte)*  
Maria Davila, *(City of South Gate)*  
Owen Newcomer, Vice President *(City of Whittier)*

## **TRUSTEES ABSENT**

Pedro Aceituno, *(City of Bell Gardens)*  
Nikki Noushkam, *(City of Cerritos)*  
Steve Tye, *(City of Diamond Bar)*  
Alma Martinez, *(City of Los Angeles)*  
Christina Cortez, *(City of Montebello)*  
Vacant, *(City of San Fernando)*

## **TRUSTEES ABSENT (EXCUSED)**

Rachel C. Johnson, *(City of Gardena)*  
Jeff Groseth, *(City of San Marino)*

## **OTHERS PRESENT**

Kenneth L. Bayless, *General Manager*  
Mark Daniel, *Operations Director*  
Susanne Kluh, *Sci-Tech Services Director*  
Truc Dever, *Community Affairs Director*  
Crystal Brown, *Public Information Officer*  
Carolyn Weeks, *Director of Finance*  
Robert Miller, *Director of Human Resources*  
Luke DeNitto, *Maintenance Supervisor*  
Quinn M. Barrow, *Legal Counsel*

### **1. CALL TO ORDER**

President Flowers called the meeting to order at 7:07 p.m.

### **2. QUORUM (ROLL) CALL**

Following the roll call, it was recorded that 27 Trustees were present and 8 were absent.

### **3. INVOCATION**

Trustee Gonzales gave the invocation.

### **4. PLEDGE OF ALLEGIANCE**

Trustee Morton led the Pledge of Allegiance.

5. **CORRESPONDENCE**

NONE

6. **INTRODUCTIONS**

NONE

7. **PUBLIC COMMENT**

NONE

8. **CONSENT AGENDA (8.1-8.2)**

8.1 Consideration of **Minutes 2010-06** of regular Board Meeting held on June 10, 2010. (*EXHIBIT A*)

8.2 Consideration of **Resolution 2010-09** Authorizing Payment of Attached Requisition Schedule for June 1, 2010 through June 30, 2010 (*EXHIBIT B*)

**Trustee Kelley made the motion to approve the Consent Agenda. Trustee Archuleta seconded the motion. The motion passed unanimously.**

9. **PUBLIC HEARING (ADOPTION OF THE FY 2010-2011 MINIMUM BENEFIT ASSESSMENT AND BLACK FLY ASSESSMENT RATES)**

Counsel Barrow reminded the Board that on May 20, 2010, the Board approved the 2010-2011 Fiscal Year Budget and Assessment Report. This Report includes the staff's recommendation to maintain the minimum benefit assessment rate of \$7.25 and a \$0.298 per parcel black fly assessment rate. Tonight, the Board would vote to adopt Resolution 2010-10 regarding the maintenance of these rates and to secure operational funding for the 2010-2011 fiscal year. The agenda items for the public hearing were conducted in the following order:

9.1 President Flowers declared the public hearing open.

9.3 Public Comment

There were no public comments.

9.5 President Flowers declared the public hearing closed.

9.2 Presentation of 2010-2011 Engineer's Report by Willdan Financial Services. (*Exhibit C*)

Susanna Medina from Willdan Financial Services presented the Board with the assessment rate report.

Trustee Archuleta asked if black flies are currently an issue of concern, and if there is enough emphasis placed on their abatement. Scientific-Technical Services Director Susanne Kluh responded that black fly issues occur where there is running water. The Los Angeles River is of the greatest concern because it persistently breeds black flies; therefore, there is a special assessment on parcels along the river where the District treats for black flies on a weekly basis. Susanne assured Trustee Archuleta that District staff members are very proactive in black fly abatement.

Trustee Perkins inquired about whether the District is paid the property taxes and assessments for bank-owned property. Ms. Medina answered that when the bank takes over foreclosed properties, it is responsible for any outstanding taxes. These taxes and any penalties and interest would be paid by the purchaser of a home.

Trustee Wassem asked if the District is still serving La Cañada Flintridge. General Manager Ken Bayless responded that we continue to provide services to La Cañada Flintridge under contract, and that we are moving forward with LAFCO efforts to incorporate the City of La Cañada Flintridge into the District. They will become the 36<sup>th</sup> member of the Board.

9.4 Discussion and consideration of **Resolution 2010-10**, “A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining and Ordering the Rate of Assessment for Fiscal Year 2010-2011 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District” [herein, Resolution]. (*EXHIBIT D*):

9.6 Adoption of **Resolution 2010-10**, “A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining and Ordering the Rate of Assessment for Fiscal Year 2010-2011 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District.

**Trustee Kelley made the motion to approve Resolution 2010-10. Trustee Archuleta seconded the motion. The motion passed unanimously.**

**10. CONSIDERATION OF RESOLUTION 2010-11, “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT IN CONNECTION WITH THE COLLECTION OF AD VALOREM TAXES NECESSARY TO OPERATE THE DISTRICT FOR FISCAL YEAR 2010-2011.” (EXHIBIT E)**

**Legal Counsel Barrow asked for a motion to approve Resolution 2010-11. Trustee Levi made the motion to approve. Trustee Morton seconded the motion. The motion passed with one abstention.**

**11. COMMITTEE REPORTS**

11.1 Audit Committee

O. Newcomer, Chairperson

On behalf of the Audit Committee, Vice President and Committee Chair Newcomer recommended the Board approve **Resolution 2010-12**, to contract with Lance, Soll and Lunghard as its new auditing services firm to prepare financial audit reports covering the District and its Public Health and Educational Foundation for the coming fiscal year and possibly the two subsequent years pending review by the Board. Trustee Newcomer highlighted the following three reasons for the recommendation: 1) the firm has current experience with another mosquito and vector control district, 2) the committee believed the firm would provide better communication with the staff and Board, and 3) the firm demonstrated the best understanding of the needs of a district with a small staff. Trustee Newcomer thanked and commended the Audit Committee and staff for their work throughout the selection process. Trustee Gonzales asked the name of the auditing firm

that was the Committee's second choice. Vice President Newcomer responded that it was the firm Mayer, Hoffman, McCann. **Trustee Perkins made the motion to approve Resolution 2010-12 and the Committee's recommendation to hire Lance, Soll and Lunghard. Trustee Levi seconded the motion. The motion passed unanimously.**

Michael Chu, a partner from Lance, Soll and Lunghard, introduced himself to the Board. He said that the firm is very honored to be chosen to be the auditor for the District. The firm looks forward to a long term and productive relationship with the District.

**12. ANNUAL REPORT FROM THE GREATER LOS ANGELES VECTOR CONTROL AND PUBLIC HEALTH AND EDUCATIONAL FOUNDATION**

Director of Community Affairs and Foundation Board member Truc Dever gave the report on behalf of the Directors for the Foundation. Truc reported that the Foundation Board received an update from staff on their progress with contacting vendors, top employers in Santa Fe Springs and businesses associated with the Santa Fe Springs Chamber of Commerce for donations. The Foundation Board also discussed and reviewed a proposal for a new mission statement. Staff will revise the statement and present it to the Foundation Board at next month's meeting. Truc also reported that the Foundation will be enlisting as a member of the Mobile Lab Coalition, a national association of mobile education programs where information and ideas can be shared. Truc also reported that the Foundation Board approved an expenditure up to \$15,000 to repaint and refurbish the VecMobile.

Trustee Flowers asked for further explanation of the need for \$15,000 to paint the bus. Truc explained that the \$15,000 would be the maximum authorized amount for any Bug Bus paint, decals, materials, and designs for the 35-foot recreational vehicle.

Trustee Archuleta asked if Trustees needed to approve such an expense or if the General Manager could approve the expense at his discretion in accordance to the District's Purchasing Policy. Ken Bayless explained that the expenditure would be made by the Foundation, as an independent non-profit agency, and he does not have any spending authorization over the Foundation. However, the Foundation's Board of Directors have already authorized the expenditure.

Trustee Kelley recommended that Foundation staff contact Jim Parker at Norwalk Transit for bus painting and possible discounts.

Trustee Romo asked why the Foundation would take on the task of re-painting the bus instead of replacing it. Ken Bayless responded that Foundation staff members are looking at both options. In the meantime, the Foundation Board would like to see a more visually appealing VecMobile on the road until it is able to replace the vehicle which may not occur for several more years.

Trustee Madrigal asked whether or not businesses that make considerable donations to the program would have their names represented on the Bus. Truc replied that the Bus currently advertises the names of its initial donors and this could be continued with new donations.

Trustee Wassem inquired about the need for a Foundation and why the District would not simply fund its own education department. Ken responded that the District has been making annual donations to fund the Foundation, but the goal is to defray the cost of the educational program through the Foundation, and have the educational program be self-sustaining through Foundation donations.

Trustee Kelley recapped the Foundation's history and reiterated that the District has been sponsoring all the activities of the VecMobile over the past several years. It is the intent of the Foundation to become a self-sustaining educational program.

### 13. **STAFF PROGRAM REPORTS: JUNE 2010**

#### 13.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken thanked the Audit Committee for their hard work, and referred the Board to his report.

#### 13.2 Scientific-Technical: (Staff Report A)

S. Kluh, Sci.-Tech Services Dir.

Susanne informed the Board that an additional West Nile Virus positive dead bird was reported in L.A. County, but not within District boundaries. She informed the Board of potential future issues in regards to the push for low impact development in cities. The County and City of Los Angeles are looking to reduce rain run-off and capture this water in the underground aquifers. The Water Board has set a goal to reduce runoff to the ocean by the year 2020 from 700,000 acre-feet to 200,000, and the rest would infiltrate into the groundwater supply. Many water-holding structures are being built; therefore, the District is trying to be proactive and monitor these edifices to make sure that they are not mosquito breeding sources. Rainwater barrels are also poised to be an issue in the future. The District will need to inform residents about proper use of barrels to collect rainwater in order to prevent mosquito breeding.

#### 13.3 Operations: (Staff Report B)

K. Vargas, USD Supervisor

Underground Storm Drain Supervisor Kevin Vargas gave his report on behalf of the Operations Director Mark Daniel. Kevin reported that Operations conducted an aerial larviciding treatment at the Harbor Lake and Wilmington Drain area, as well as the Hansen Dam area. In addition, the department contracted with a company to conduct aerial surveillance and fly a helicopter over the San Fernando Valley and Santa Clarita. The chopper was used to photograph any pools, spas and other backyard breeding sources. The photographs yielded 7,000 potential swimming pool sources. One thousand of those pools were already in the department's database; however, 6,000 potential sources now need to be investigated.

#### 13.4 Community Affairs: (Staff Report C)

T. Dever, Community Affairs Dir.

Truc Dever introduced Education Program Coordinators (EPCs) LeShawn Simplis and Andy Pak from the audience. She circulated 'Thank you' cards sent to the EPCs from a school that participated in their education program. She also reminded the Board that the bus advertisements featuring the winning poster design are running through September. She took the opportunity to thank Trustee Perkins for his assistance in publicizing the contest winner and the education program within the City of Downey. Lastly, the Trustees were directed to the newest issue of the *Buzzword* newsletter, which would be sent to the public by the end of the week.

Trustee Morton asked if the District's vendors had been contacted for Foundation donations. Truc replied that staff members are compiling a vendor list and will be contacting potential donors over the next month.

Trustee Gonzales requested PDF versions of the *Buzzword* newsletter and the bus ads.

#### 13.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Finance Director Carolyn Weeks provided the Board with further explanation of the process to collect outstanding property taxes on foreclosed properties. She explained that the District will receive its share of taxes and interest that is taken out of escrow when a property is sold. The purchaser of the property will be responsible for paying this along with any additional fees. Carolyn also informed the Board that the new payroll company, ADP, charges \$25 for a stop payment on any checks. Trustees are, therefore, being asked to inform District staff as soon as possible if they are unable to attend the Board meeting.

General Manager Ken Bayless emphasized to the Board the importance of informing staff as early as possible if they will not be able to attend in order to avoid reverting to a delayed payment system.

13.6 Human Resources: (Staff Report E) R. Miller, Human Resources Dir.

Human Resources Director Robert Miller gave a brief report on the HR seminar he attended in San Diego the previous week. He informed the Board that the District is ahead of the curve in regards to new rules and regulations being applied to employers.

13.7 Legal Counsel Report Q. Barrow, Legal Counsel

Legal Counsel Quinn Barrow had nothing further to report.

**14. OTHER**

The Board may consider items not on the agenda provided that the Board complies with the Government Code (Brown Act) §54954.2(b).

Trustee Morton reported that in Kansas City, Missouri, the City of Lynwood was nominated as one of the ten most outstanding all-American cities in the United States.

**15. ADJOURNMENT**

The next Board of Trustees meeting is scheduled for Thursday, August 12, 2010. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

**The meeting adjourned at 7:57 p.m.**